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SF Environment

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URBAN FOREST COUNCIL
CITY AND COUNTY OF SAN FRANCISCO
DEPARTMENT OF THE ENVIRONMENT

Carolyn Blair, Director, SF Tree Council
Jose Campos, SF Redevelopment Agency
Juan Carrasco, Arborist, Bartlett Tree Experts
Diana Cohen, Fund Raising Consultant
Kelly Cornell, SF Recreation & Parks Department
Dr. Larry Costello, Horticulture Advisor, UC Extension
Bonnie Fisher, Landscape Architect, Roma Designs
Jane Herman, SF Public Utilities Commission
Milton Marks III, Director, Friends of The Urban Forest
Terry Milne, Bernal Heights Tree Committee
An Marie Rodgers, SF Planning Department
Paul Sacamano, SF Department of Public Works
Michael J. Sullivan, Attorney, Howard, Rice, Nemerovski, Canady, Falk & Rabkin, PC
Francesca Vietor, Principal, Ecoworks

Janet L. Michaelson, Urban Forest Coordinator
Emily D. Rogers, Council Secretary

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Agenda

Friday, April 11, 10:00 am to 1:00 pm
City Hall, Room 400
1 Carlton B. Goodlett Place

04-17-03 09:19 RCVD

1. **Call to Order and Roll Call**
2. **Introductions**
 (Jared Blumenfeld, Director, Department of the Environment; Janet Michaelson)
3. **Sunshine Ordinance & Ethics Rules**
 (Rona Sandler, Claire Sylvia, Deputy City Attorneys) — **PRESENTATION**
4. **The Urban Forest Council Ordinance** — **PRESENTATION**
 (Janet Michaelson)
5. **Vote on Adoption of By-laws*** — **ACTION**
 (Explanatory Document: Bylaws)*
6. **Election of Chair and Vice-Chair** — **ACTION**
7. **Public Comment** — **INFORMATION**
8. **Adjournment**

11 Grove Street, San Francisco, California 94102
www.sfenvironment.com
Telephone (415) 355-3709 Fax 554-6393 E-mail: SFUrbanForestCouncil@sfgov.org

* Copies of explanatory documents are available to the public at Department of Environment, 11 Grove Street, San Francisco, California between the hours of 9 a.m. and 5 p.m., or when possible, on the Department of Environment's webpage: www.sfgov.org/sfenvironment/; or, upon request to the Council Secretary, at the above address or telephone number 415-355-3709, or via e-mail at **emily.rogers@Sfgov.org** within three business days of a meeting.

ACCESSIBLE MEETING INFORMATION

Air Quality
In order to assist the City's efforts to accommodate persons with severe allergies, environmental illnesses, multiple chemical sensitivity or related disabilities, attendees at public meetings are reminded that other attendees may be sensitive to various chemical-based products. Please help the City accommodate these individuals. [Section 67.15 of the San Francisco Administrative Code, Sunshine Ordinance.]

The ringing of and use of cell phones, pagers and similar sound-producing electronic devices are prohibited at this meeting. Please be advised that the Chair may order the removal from the meeting room of any person(s) responsible for the ringing or use of a cell phone, pager, or other similar sound-producing electronic devices.

Accessibility of Meeting Location
The meeting room is accessible by wheelchair. The closest accessible BART station is Civic Center. Accessible MUNI lines serving this location are the #5 Fulton/McAllister, #19 Polk, #21 Hayes, #42 Downtown Loop, #47 Van Ness, #49 Van Ness/Mission, #71 Haight/Noriega, the F-line to Market and Hyde, and the MUNI Metro station at Civic Center. For more information about MUNI accessible services, please call 923-6142. There is accessible parking in the vicinity of City Hall, underneath Civic Center Plaza, and adjacent to Davies Symphony Hall and the Veterans War Memorial complex. Large print agendas, audio tapes of minutes, sound-enhancement equipment, and other services to aid the visually and hearing-impaired to attend the meeting are available by calling 554-6390.

Statement of Nondiscrimination
The Urban Forest Council does not discriminate on the basis of disability, race, color, creed, ethnic origin, gender, or sexual orientation in employment or in the admission and access to its programs or activities.

KNOW YOUR RIGHTS UNDER THE SUNSHINE ORDINANCE *(Chapter 67 of the San Francisco Administrative Code)* Government's duty is to serve the public, reaching its decisions in full view of the public. Commissions, boards, councils, and other agencies of the City and County exist to conduct the people's business. This ordinance assures that deliberations are conducted before the people and that City operations are open to the people's review.

FOR MORE INFORMATION ON YOUR RIGHTS UNDER THE SUNSHINE ORDINANCE OR TO REPORT A VIOLATION OF THE ORDINANCE, CONTACT THE SUNSHINE ORDINANCE TASK FORCE. Donna Hall, Sunshine Ordinance Task Force, City Hall, Room 409, 1 Dr. Carlton B. Goodlett Place, San Francisco, CA 94102-4683 Phone: (415) 554-7724, Fax: (415) 554-7854 E-mail: donna.hall@sfgov.org

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SAN FRANCISCO URBAN FOREST COUNCIL

BYLAWS

Article I – Identification

Article II – Creation and Mission

Article III – Urban Forest Council

Article IV – Officers

Article V – Council Staff

Article VI – Meetings

Article VII – Voting

Article VIII – Committees

Article IX – Parliamentary Procedures

Article X – Code of Ethics

Article XI – Amendment of Bylaws

URBAN FOREST COUNCIL
BYLAWS

Article I - Identification

Section 1: Name

The Urban Forest Council

Section 2: Compliance with Applicable Laws

The Council shall comply with all applicable laws, including but not limited to the Ralph M. Brown Act (Cal. Government Code Section 54950 *et seq.*) and the San Francisco Sunshine Ordinance (San Francisco Administrative Code Section 67.1 *et seq.*) in publishing notices, agendas, and minutes and carrying out its operations and functions. Where publication or posting on a website is required, the Council shall use the Department of the Environment's website.

Article II – Creation and Mission

Section 1: The Urban Forest Council

The Urban Forest Council was established for the purpose of guiding the stewardship of San Francisco's trees by promoting a healthy and sustainable urban forest that benefits all San Franciscans while ensuring public health and safety (San Francisco Administrative Code Chapter 5 Article XXIII). The Council will carry out the duties specified in the ordinance so as to protect the community interest and ensure that San Francisco realizes the full range of tree benefits into the future.

Article III – Urban Forest Council

Section 1: Number

The Council membership consists of fifteen representatives from local, state and federal agencies, non-governmental organizations, technical experts and the public. City Department Heads, the Board of Supervisors and the Mayor appoint council members.

Section 2: Term of Appointment

Council members shall serve for two years. Members can serve successive terms if re-appointed by the body originally appointing the Council member. Council members serve at the pleasure of the body that appoints each Council member as specified by ordinance. The body that appoints Council members also may appoint at-large members to serve any unfilled Council positions.

Section 3: Compensation

Council members shall serve without compensation.

Section 4: Duties and Responsibilities

A. The Council's responsibilities shall include, but not be limited to, the following:

(1) Advise the Mayor, Board of Supervisors, city departments and commissions on urban forestry concerns;
(2) Review project plans for major publicly sponsored developments and civic improvements and changes to the public right-of-way as they may impact trees. Based on its review, the Council shall make recommendations regarding these projects to the Planning Department and other affected agencies;
(3) Establish criteria for a landmark/heritage tree program to provide for the protection of valuable trees on public and private property. The program shall propose administrative procedures and a tree removal appeal process for landmark/heritage trees;
(4) Adopt guidelines for protecting trees during project design and construction;
(5) Encourage early and continuous public participation in urban forestry projects and programs that includes consideration of neighborhood interests;
(6) Facilitate the cooperative interaction of tree-related activities among various city, State, and federal agencies, as well as among businesses, public utilities, non-profit organizations, and the public;
(7) Notify and involve public agencies when issues relate to trees on lands under their jurisdiction;
(8) Provide at designated Council meetings for a regular forum that follows an agenda of scheduled topics for public discussion of urban forestry issues;
(9) Assist with the formulation of legislation and policies that affect trees;
(10) Serve as a clearinghouse for information related to the urban forest through the Department of the Environment;
(11) Prepare the plans and reports as set forth in this legislation; and
(12) Assist agencies with tree management responsibilities in their efforts to incorporate and follow the urban forest plan guidelines, best management practices, and other Council recommendations and policies.

Section 5: Excused Absences

If a Council member provides prior notification of absence from Council and Committee meetings to the Chair of the Council, then such absence is considered an excused absence. If the Chair or Council staff receives no prior notice, then the minutes shall note that the absence is unexcused.

Section 6: Absence from the State

Any member of the Council who plans to be absent from the State of California for an extended period shall notify the Chair of the Council.

Article IV - Officers

Section 1: Officers

The officers of the Council are a Chair and Vice-Chair. The Chair and Vice-Chair shall serve at the pleasure of the Council.

Section 2: Term of Office

The term of each office shall be one year.

Section 3: Nomination and Election of Officers

A. Elections for officers shall be conducted at the meeting of the Council in April of each year. At the Council meeting held in February of each year, any Council member interested in running for office shall state publicly his or her interest and willingness to run for a specific office. Such Council members, and any other Council members nominated at the February meeting, shall be candidates for office.

B. If the office of the Chair is vacated before the expiration of a term, the Vice-Chair shall serve as Chair until the next regular meeting. The Council shall conduct an election for Chair at the next regular meeting to fill the vacancy. If the Vice-Chair is elected as Chair, there shall be an election for a new Vice-Chair at that meeting. If the office of Vice-Chair is vacated before the expiration of a term, it shall remain vacant until the next regular meeting, at which time an election shall be held. Any Council members nominated at a meeting at which a special election is held shall be candidates for office.

Section 4: General Duties and Responsibilities of the Chair

The Chair shall preside at all meetings of the Council. The Chair, working with the Council staff, shall oversee the preparation and distribution of the agenda for all Council meetings. The Chair shall be accountable to the Council as a whole in setting policy and shall also perform such other duties as may be assigned by the Council. The Chair (and/or his/her designee) shall serve as the liaison to the media and the other departments, agencies and commissions of the City and County of San Francisco, as necessary.

Section 5: General Duties and Responsibilities of the Vice-Chair

The Vice-Chair shall perform the duties and responsibilities that may be delegated by the Chair. In the absence or disability of the Chair, the Vice-Chair shall perform the duties as described above, in Section 4 of this article.

Article V - Council Staff

Section 1: Council Coordinator

A coordinator from the Department of the Environment who is hired by the Director of the Department of the Environment shall staff the Council. The Coordinator shall attend all meetings of the Council. The Coordinator's responsibilities shall include, but not be limited to, the following:

(1) Fundraising;
(2) Developing and drafting guidelines for adoption;
(3) Preparing staff and annual reports;
(4) Coordinating with other agencies; and
(5) Developing an annual city-wide tree management budget for local governmental agencies.

Section 2: Council Secretary

The staff of the Department of the Environment shall include a Council Secretary, who is assigned by the Director of the Department of the Environment. The Council Secretary shall attend all meetings of the Council. Under the supervision of the Chair, the Council Secretary is responsible for the proper recording and distribution of all Council actions, correspondence, and agendas, and ensuring that the Council meetings are properly publicly noticed and held at locations which are accessible to persons with disabilities.

Section 3: Legal Advisor

The City Attorney, or his or her designee, shall be the legal advisor to the Council. If the City Attorney determines in writing that he or she cannot, consistent with the Rules of Professional Conduct, provide advice sought by the Council, the City Attorney may recommend that the Council retain outside counsel.

Article VI - Meetings

Section 1: Quorum

At all meetings of the Council, the presence of a majority of membership shall constitute a quorum. The affirmative vote of a majority of the members shall be required for the approval of any matter. Therefore, based on the original membership of fifteen, eight members constitute a quorum. Likewise, eight affirmative votes are required for the approval of any matter.

Section 2: Public Participation

The Council shall hold meetings open to the public and encourage the participation of interested persons. Each person wishing to speak on an item before the Council shall be permitted to be heard. The total time for public comments may be limited by the Chair in a manner consistent with the San Francisco Sunshine Ordinance. Each agenda for meetings shall provide an opportunity for members of

the public to directly address the Council on items of interest to the public that are within the Council's jurisdiction. The Public Comment opportunity shall appear on the agenda after "New Business"; except that, at the Chair's discretion, the Public Comment can be heard earlier in the agenda.

Section 3: Meeting Minutes

Minutes shall be taken at every regular and special Council meeting and shall be approved by the majority vote of the Council.

Section 4: Records Retention

The Council shall utilize the Department of Environment's record retention and destruction policy.

Section 5: Meetings

Meetings shall be held at 10 a.m. on the second Friday of February, April, June, August, October and December, except in the case of a City-recognized holiday, when the meeting shall be held on the following Friday of that month. Meetings shall be held at City Hall, Room 400 in the City and County of San Francisco. This information shall be posted on the Department of Environment's website.

Section 6: Notice of Meetings

Notices and agendas of all regular and special Council and committee meetings shall be posted at the San Francisco Main Library and mailed to each Council member and any person who files a written request for such notice with the Council. Notice of regular meetings shall be posted at least 72 hours before the meeting. Notice of special meetings shall be posted at least 24 hours before the meeting. In the case of a special meeting held at a location other than the regular Council meeting place, 15 days notice shall be provided.

Section 7: Closed Sessions

The Council is authorized to hold closed (non-public) sessions at regular and special meetings as provided by law.

Section 8: Special Meetings

The Chair of the Council may call special meetings to address specific matters. Such special meetings shall be properly noticed in accordance with applicable laws and ordinances.

Article VII - Voting

Section 1: Voting and Abstention

Each member present at a Council or committee meeting shall vote "yes" or "no" when a question is put, unless excused from voting by a motion adopted by a majority of the members present, or unless the member has a conflict of interest which legally precludes participation in the vote. Whether a Council member has a conflict of interest, which precludes participation in a vote, is determined on a case-by-case basis and, to the extent possible, in consultation with a legal advisor from the City Attorney's office.

Article VIII - Committees

Section 1: Membership of Committees

The Council and/or the Chair, at his or her discretion, may establish committees to perform tasks or functions as necessary. The Chair will appoint committee members and committee chairpersons for a specified period of time.

Section 2: Committee Meetings

Committees shall comply with all applicable laws in publishing notices, agendas, and minutes and carrying out its operations and functions.

Article IX - Parliamentary Procedures

At the discretion of the Chair of the Council or the committee Chair, and except where the Charter or other rules provide to the contrary, meetings shall be governed by Robert's Rules of Order.

Article X - Codes of Ethics

In accepting the Oath of Office, Council members shall maintain the highest standards of professional and personal conduct. They shall support the mission, goals and objectives of the San Francisco Urban Forest Council; instill in the public a sense of confidence about the Councils' conduct and intentions; uphold all laws and regulations; refrain from using their official positions to secure special advantage or benefit for themselves or others.

In order to set the highest standards of conduct, and in order to assure public confidence in the Council's operations, the Urban Forest Council commits itself to:

* Encouraging and promoting integrity in government by education and example;

* Being accountable for its rules of procedure and decisions, and promoting accountability of all members of the Council and Department staff;

* Treating all Department staff, members of the public, and colleagues with courtesy, respect, objectivity, and fairness;

* Conducting all Council business in a timely manner and in public meetings, with full disclosure of policies, procedures, and decision-making processes, except for those matters authorized under the Brown Act and the San Francisco Sunshine Ordinance to be considered in closed session; and

* Reviewing its actions, recommendations, and procedures periodically to determine whether the Council has adhered to its Code of Ethics and mission in all respects.

Article XI - Amendment of Bylaws

These bylaws shall be reviewed as necessary and may be amended at any meeting of the Council by a majority vote of the Council, provided such proposed amendments are circulated in writing to all Council members and noticed to the public at least ten (10) days prior to such meeting.

Urban Forest Program

The urban forest is a vital component of San Francisco's ecosystem. Trees positively affect public health and well being by improving air and water quality, increasing property values, reducing flooding, lowering building energy use and providing an experience of nature amidst expanses of concrete.

Currently, San Francisco is home to approximately 32,000 City maintained street trees and 60,000 privately maintained street trees. While this is a good start, most of these trees are not planted in some of our more impoverished neighborhoods and are not nearly enough to mitigate the effects of global warming and air pollution. It is estimated that one tree can sequester 100 pounds of CO2—an effect that is desperately needed throughout the City but particularly in neighborhoods like Bayview Hunters Point, the Mission and Chinatown. Statistics indicate that on a percentage basis, fewer trees per capita—half as many—have been planted in these environmentally distressed neighborhoods than in our more affluent communities.

Historically, any comprehensive planning or coordination of urban forest activities have been fragmented among various city, state and federal agencies, non-profit groups and private property owners. Together with inadequate program funding, the absence of coordinated management and planning has led to inconsistent maintenance and conservation efforts, insufficient enforcement of existing laws related to trees, loss of healthy and significant trees due to vandalism and disease, and limited public awareness of the importance of trees. Consequently, the community has been unable to realize the full extent of environmental and economic benefits that trees provide.

In 2001, The San Francisco Board of Supervisors passed the Urban Forest Council Ordinance. This legislation guides the stewardship of San Francisco's trees by creating a Council that will provide a unified and effective response to the challenges of tree management and its broader environmental implications in the City. Thoughtful planning of the Council can provide managing agencies and the public the information and direction needed to maximize critical Urban Forest services.

GOAL #1	Implement the Urban Forest Council Ordinance, facilitate the cooperative interaction of tree-related activities to promote a healthy and sustainable urban forest, and ensure that Urban Forestry practices are included in all Climate Protection activities.

Objective A: **Establish a long-term comprehensive Urban Forest Plan that sets policy for the management of the City's public and private trees and their role in mitigating climate change.**

- ACTIONS:

1. Develop the Plan in consultation with City agencies, community groups, non-profit agencies and members of the public.

2. Work with the Recreation and Park and Planning Departments to incorporate elements of the Urban Forest Plan into the City's General Plan.

3. Work with SF Environment's Climate Protection Division to ensure that tracking and reporting of quantifiable effects of tree-planting such carbon sequestration and pollution mitigation are included in the plan and registered with the EPA and the California Climate Action Registry.

4. Work with SF Environment's Environmental Justice Program to ensure that the plan specifically addresses includes Urban Forestry and management in underserved neighborhoods.

Objective B: Establish education and outreach programs on San Francisco's Urban Forest.

- ACTIONS:

5. Work with SF Environment's Outreach and Education staff to design education programs that promote public understanding of City tree programs and laws.

6. Work with the media to bring urban forest concerns and information to the public.

7. Facilitate presentations, programs, and other outreach to property owners and the business and corporate community.

8. Promote special events such as a citywide Arbor Day.

9. Promote an understanding of San Francisco's urban forest as habitat for the wild animals that make up a significant part of San Francisco's natural heritage.

10. Encourage public participation in urban forest projects and programs that include consideration of neighborhood interests.

11. Promote trees as essential infrastructure with inherent value to the City of San Francisco.

12. Develop and adopt guidelines for protecting trees during project design, engineering and construction of public and private development projects.

13. Work with various training programs to ensure that Urban Forestry is utilized as a viable tool in developing sources of employment and training for underserved populations.

Objective C : Ensure that adequate resources are available for San Francisco's Urban Forest

- ACTIONS:

14. Review and make funding recommendations to city officials.

15. Explore the potential for the establishment of a new assessment district, or other permanent source of tree specific funding.

16. Coordinate with agencies and organizations in securing funding for urban forest programs and set up systems to serve as a clearinghouse for grant related information.

17. Compile an annual city-wide tree management budget for local governmental agencies.

18. Partner with SF Environment's other programs to access Environmental Justice, Climate Change, and pollution prevention funds appropriate to increasing San Francisco's Urban Forest

Objective D : **Establish an effective system for reporting on the state of the urban forest to the Board of Supervisors and the Mayor.**

- ACTIONS:

19. Develop criteria to assess the success of public agencies and other urban forest managers in implementing the Urban Forest Plan.

20. Outline the condition of the urban forest, species composition, and other characteristics.

21. Summarize urban forestry activities, such as total number of trees, number of trees removed, and number of trees planted on private lands and under the jurisdictions of public agencies and non-profit organizations.

22. Summarize environmental effects of urban forest—estimates of pounds of CO2 kept out of the atmosphere and

23. Report on program adherence to the best management practices, public education and outreach projects, and funding status for San Francisco's Urban Forest.

Friends of the Urban Forest

San Francisco, CA

Contact: Milton Marks (415) 561-6890 x107
Paul Sacamano (415) 554-6705
Dr. Greg McPherson (530) 752-7636

FOR IMMEDIATE RELEASE

US Forest Service Measures Benefits of San Francisco Street Trees

Not that many years ago city trees were only valued for their beauty. People didn't think beyond beautiful park trees or wonderful fall color. Now science can show that trees are much more than just beauty. In fact, trees improve the quality of life in cities.

Recently, scientists have shown that tree-filled neighborhoods reduce stress, remove tons of air pollutants from the atmosphere, decrease polluted stormwater runoff, reduce energy consumption, sell houses at higher prices, and attract more business.

Last month, researchers from the US Forest Service's Center for Urban Forest Research came to San Francisco to measure street trees and determine how well they contribute to the quality of life for San Franciscans. "We chose San Francisco because of its significance in northern California and the West," said Dr. Greg McPherson, Center Director. "It is the largest city we have studied. What we are researching in San Francisco will have an impact on the management of city forests throughout the West, while providing the Bureau of Forestry and the city of San Francisco with specific knowledge to maximize the benefits from city street trees."

The Center has teamed with the Department of Public Works, Bureau of Urban Forestry, and the Friends of the Urban Forest to measure trees, calculate their benefits,

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and determine the most cost efficient way to manage them. The team will determine the number and size of street trees, assess their health, and plot trees that need to be removed or planted. Mohammed Nuru, Deputy Director of Operations, SF Dept. of Public Works, said "we are really looking forward to getting this new computer software. Right now we only know how to manage trees. Once the research is complete next year we will have information that will help us manage tree benefits. And that can only result in a better quality of life for city residents."

The new computer software, called Stratum, being developed by the Center will provide information to the Bureau on what street trees are out there now, their health, and future planting opportunities. Additionally, it will provide the Bureau with a picture of what the current benefits are, and what the potential benefits to the quality of life would be under an improved street tree management program. Also, the new computer software will allow management personnel to manipulate various features of the urban forest (species, tree locations, and maintenance strategies) to come up with a structure that will maximize long-term benefits.

"We have been looking for something like this for a long time" said Milton Marks, Executive Director of the Friends of the Urban Forest. "Our organization is dedicated to improving our city's urban forest. This new computer software will allow us to show the true value of our trees. We will now be able to quantify the contribution trees make in controlling stormwater runoff and reducing pollution of our Bay. We will also be able to demonstrate the benefits of cleaner air in San Francisco and the Central Valley."

This research study will be the most comprehensive assessment of street trees in northern California. It will demonstrate the magnitude of benefits that trees in

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neighborhoods provide to each and every resident. "It is too early to tell what the results will be." said Dr. McPherson. "But after our analysis is complete next summer, we hope to show that San Francisco street trees are quite valuable, worth the city's investment of time and resources, and that they are a necessary part of the city's infrastructure. We also hope to demonstrate that they are vital to community health and well-being, and that they have a positive impact on business and the city's tax base."

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Resolution 002-03-COE
Zero Waste Date

RESOLUTION ADOPTING A DATE OF 2020 FOR SAN FRANCISCO TO ACHIEVE THE GOAL OF ZERO WASTE TO LANDFILL AND DIRECTING THE DEPARTMENT OF THE ENVIRONMENT TO DEVELOP POLICIES AND PROGRAMS TO INCREASE PRODUCER AND CONSUMER RESPONSIBILITY IN ORDER TO ACHIEVE THE ZERO WASTE GOAL.

WHEREAS, The San Francisco Commission on the Environment and the Board of Supervisors have passed resolutions adopting a goal of zero waste for San Francisco and the Board of Supervisors resolution authorized the Commission on the Environment to set a date to achieve zero waste once San Francisco met the 50% diversion goal; and

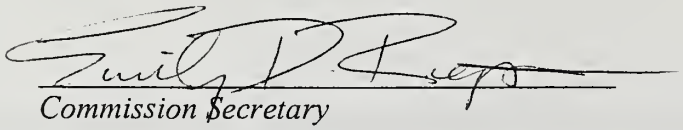
WHEREAS, The San Francisco Department of the Environment has determined that San Francisco has met the state mandated 50% diversion, by achieving a 52% diversion rate for the year 2001 and fully expects the California Integrated Waste Management Board to approve the 52% diversion rate; and

WHEREAS, Achieving a goal of zero waste by 2020 is ambitious and will require product manufacturers and consumers to take responsibility to ensure that all discarded materials are diverted from landfill; and therefore, be it

RESOLVED, That the Commission on the Environment adopts a date for achieving zero waste to landfill by 2020 and directs the Department of the Environment to develop policies and programs to achieve zero waste, including increasing producer and consumer responsibility, in order that all discarded materials be diverted from landfill through recycling, composting or other means.

FILE NO. RESOLUTION NO. 002-03-COE

I hereby certify that this resolution was adopted by the Commission on the Environment at its special meeting on March 6, 2003.



Commission Secretary

VOTE: Pass

Ayes: Commissioners Bingham, Evans, Hayes, Rodriguez, and Shah

Noes: None

Absent: Commissioner Werbe

Resolution No. 003-03-COE
Environment Code Ordinance

RESOLUTION URGING THE MAYOR AND BOARD OF SUPERVISORS TO ADOPT THE ENVIRONMENT CODE AND ADOPT A PRECAUTIONARY PRINCIPLE FRAMEWORK FOR ALL CITY AFFAIRS, LAWS, AND POLICIES.

WHEREAS, the City & County of San Francisco has enacted key landmark ordinances aimed at protecting our environment and natural resources and these ordinances are codified in the Administrative Code and other portions of the Municipal Code; and

WHEREAS, consolidation of environmentally-related legislation into a single Environment Code would facilitate referencing, administration and implementation of San Francisco's environmental policies and programs; and

WHEREAS, Applying a Precautionary Principle framework to decisions that affect the environment will result in a healthier and more just urban environment for all San Franciscans; and

WHEREAS, Alternatives assessment is a simple mechanism that considers a broad range of alternatives to potentially damaging human activity and is central to the practical implementation of the Precautionary Principle; and

WHEREAS, existing legislation included in the proposed Environment Code provides proven examples of the successful application of an alternatives analysis and a precautionary approach to decision making; and

FILE NO.

RESOLUTION NO. 003-03-COE
March 6, 2003

WHEREAS, it is the specific intent of Chapter One of the Environment Code to ensure that all future City laws and policies impacting the environmental incorporate the key tenets of the Precautionary Approach to decision-making; and; therefore, be it

RESOLVED, that the Commission on the Environment urges the Mayor and the Board of Supervisors to adopt a new Environment Code; and be it

FURTHER REOLVED, that the Commission on the Environment urges the Mayor and the Board of Supervisors to adopt a guiding Precautionary Principle framework for all City affairs, laws, and policies.

I hereby certify that this resolution was adopted by the Commission on the Environment at its special meeting on March 6, 2003.

Commission Secretary

VOTE: Pass

Ayes: Commissioners Bingham, Evans, Hayes, Rodriguez, and Shah

Noes: None

Absent: Commissioner Werbe

Resolution No. 004-003-CoE
Purchase of Environmentally Preferable Products (EP3)

SUBMITTING THE ENVIRONMENTALLY PREFERABLE PURCHASING PILOT PROGRAM FINAL REPORT AND URGING THE MAYOR AND THE BOARD OF SUPERVISORS TO: ENDORSE THE FINDINGS AND RECOMMENDATIONS OF THE REPORT; TO EXPEDITIOUSLY CONSIDER AND ADOPT LEGISLATION TO IMPLEMENT A CITYWIDE ENVIRONMENTALLY PREFERABLE PURCHASING PROGRAM; AND TO CONTINUE TO ENACT PROGRAMS THAT PROTECT THE HEALTH AND SAFETY OF CITY STAFF AS WELL AS CITY RESIDENTS AND VISITORS BY REDUCING THEIR EXPOSURE TO HAZARDOUS AND POTENTIALLY TOXIC CHEMICALS THROUGH THE USE OF ENVIRONMENTALLY PREFERABLE PRODUCTS IN CITY OPERATIONS.

WHEREAS, the Board of Supervisors adopted the Environmentally Preferable Purchasing Ordinance on May 15, 1999; and,

WHEREAS, the Environmentally Preferable Purchasing Ordinance requires the Department of the Environment to conduct a three year pilot study to review the products used by the City in carrying out janitorial services, building maintenance and fleet maintenance operations and the Commission on the Environment to submit a report summarizing the findings of the study and recommendations for future directions for a Citywide Environmentally Preferable Purchasing Program; and,

WHEREAS, the pilot program found that of the roughly 300,000 pounds of products used in the City's janitorial services, building maintenance and fleet maintenance operations about half constitute chemicals which may affect the health and safety of the user or building occupants; and,

WHEREAS, the pilot program found that in purchasing environmentally preferable products, a substantial reduction was achieved in the exposure of city staff to chemicals posing potential risks to human health and the environment; and,

WHEREAS, based on the pilot test results, environmentally preferable products are available, effective, similar in cost, and can be used in City operations; and,

WHEREAS, the Department of the Environment has produced a report summarizing the conclusions of the pilot program and recommending a citywide purchasing ordinance that: mandates the purchase of identified environmentally preferable products; defines clear roles and responsibilities; integrates program policies and procedures with the existing procurement process; establishes a waiver process for specialized product types and uses; and provides resources for program start up and implementation; and,

WHEREAS, Environmentally Preferable Purchasing programs are an excellent example of the implementation of the Precautionary approach; therefore, be it

RESOLVED, that the Commission on the Environment hereby submits the attached Environmentally Preferable Purchasing Pilot Program Final Report and urges the Mayor and the Board of Supervisors of the City and County of San Francisco to endorse the findings and recommendations of the Report,

including the recommendation to implement, through legislation, a Citywide Environmentally Preferable Purchasing Program; and, be it

FURTHER RESOLVED, that the Commission on the Environment supports urges the Mayor and the Board of Supervisors of the City and County of San Francisco to expeditiously consider and adopt legislation enacting a Citywide Environmentally Preferable Purchasing Program; and be it

FURTHER RESOLVED, that the Commission on the Environment urges the Mayor and the Board of Supervisors of the City and County of San Francisco to continue to enact programs that protect the health and safety of City staff as well as City residents and visitors by reducing their exposure to hazardous and potentially toxic chemicals through the use of environmentally preferable products in City operations.

I hereby certify that this resolution was adopted by the Commission on the Environment at its special meeting on March 6, 2003.

Commission Secretary

VOTE: Pass

Ayes: Commissioners Bingham, Evans, Hayes, Rodriguez, and Shah

Noes: None

Absent: Commissioner Werbe

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SF Environment

April 11, 2003 Approved

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Urban Forest Council

City and County of San Francisco

DEpartment of the ENvironment

MINUTES

Friday, April 11, 10:00 am to 1:00 pm

City Hall, Room 400

1 Carlton B. Goodlett Place

Call to Order and Roll Call:

- The meeting was called to order at 10:07 p.m.
- Council-members Carolyn Blair, Jose Campos, Juan Carrasco, Diana Cohen, Kelly Cornell, Bonnie Fisher, Jane Herman, Milton Marks III, Terry Milne, An Marie Rodgers, Paul Sacamano, Michael J. Sullivan, and Francesca Vietor were present.

Introductions

- Jared Blumenfeld, Director, Department of the Environment welcomed the Council-members and thanked them for their participation. He informed the Council that the

Urban Forest Council Ordinance is being moved into the Environment Code. The Urban Forest Council's work is also included in the Department of the Environment's Strategic Plan.

- Janet Michaelson, Urban Forest council Coordinator, also addressed the Council welcoming them and thanking them for their participation. She introduced Emily Rogers as the Council Secretary, and Rona Sandler as the Deputy City Attorney assigned to the Council.
- Council-members then introduced themselves.

Sunshine Ordinance & Ethics Rules

- Rona Sandler and Claire Sylvia, Deputy City Attorneys gave a presentation on the Sunshine Ordinance and an overview of the Ethical Rules and expectations that govern the conduct of public officials. There will be a mandatory Citywide Sunshine and Ethics training on May 6, 2003 at 6:00 p.m. Herbst Auditorium. If Council-members should have any questions they can contact Rona Sandler at the City Attorney's Office, 415-554-4690.

The Urban Forest Council Ordinance

- Janet Michaelson reviewed the details of the Urban Forest Council Ordinance including the goals and objectives of the Council as outlined in the Ordinance. Ms. Michaelson announced that Council-members Vietor and Milne would have their ceremonial swearing service at 4:30 pm on Friday April 11 at the Mayor's Balcony of City Hall. The email address for the council is Sfurbanforestcouncil@sfgov.org, as well, the Urban Forest Council has a section on the Department's website. http://www.sfgov.org/sfenvironment/aboutus/openspaces/urbanforest.htm

Vote on Adoption of By-laws

- The Council engaged in discussion regarding the Draft Bylaws.
- Upon motion by Council-member Vietor and second by Council-member Blair, the Urban Forest Council will meet monthly on the 2nd Friday.
- Upon motion by Council-member Campos and second by Council-member Sullivan the by-laws were unanimously adopted. Each Council-member will review the by-laws and present to staff any recommendations for further amendments. Staff shall then prepare and present for review a draft set of the bylaws indicating the suggested amendments to the Council ten days prior to the next regular meeting.

Election of Chair and Vice-Chair

- Ms. Michaelson presented the responsibilities of the Council's Chair and Vice–Chair. She then opened the floor for nominations for the position of Chair.
- Francesca Vietor was unanimously elected Chair of the Urban Forest Council.
- Milton Marks III was elected Vice-Chair of the Urban Forest Council.

Public Comment

- Andrea O'Leary addressed the Council expressing concern about the number of organizations that are working on tree issues. She also expressed a desire for the Council to take responsibility for advising on tree matters, and she stressed the importance of public participation in the process.
- Council Member Milne wanted to know what activities have been planned for Arbor Day. Staff and Vice Chair Marks will distribute any information regarding Arbor Day activities.
- Sara Mogul expressed her support for the Council and its work.

Tasks:

- Revise and prioritize purpose and responsibilities.
- Compile baseline information of existing plans and programs that relate to trees.
- Identify municipal and community groups working on tree issues.
- Determine what groups the Members are involved with, and where there is overlap.
- Compile a list of programs within the City's ordinances that apply to trees, and resolutions adopted by the Board or City agencies.
- Gather any internal policies/manuals that are used for tree maintenance.
- Identify public private partnerships working on trees.
- A partial (street tree) assessment should be completed by June 30th

Adjournment: The meeting was adjourned at 11:55 p.m.

Respectfully Submitted by,

Emily Rogers, Council Secretary

Approved 5.9.03

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SF Environment

URBAN FOREST COUNCIL

CITY AND COUNTY OF SAN FRANCISCO
DEPARTMENT OF THE ENVIRONMENT

Carolyn Blair, Director, SF Tree Council
Jose Campos, SF Redevelopment Agency
Juan Carrasco, Arborist, Bartlett Tree Experts
Diana Cohen, Fund Raising Consultant
Kelly Cornell, SF Recreation & Parks Department
Dr. Larry Costello, Horticulture Advisor, UC Extension
Bonnie Fisher, Landscape Architect, Roma Designs
Jane Herman, SF Public Utilities Commission
Milton Marks III, Director, Friends of The Urban Forest
Terry Milne, Bernal Heights Tree Committee
An Marie Rodgers, SF Planning Department
Paul Sacamano, SF Department of Public Works
Michael J. Sullivan, Attorney, Howard, Rice, Nemerovski, Canady, Falk & Rabkin, PC
Francesca Vietor, Principal, Ecoworks
Janet L. Michaelson, Urban Forest Coordinator
Emily D. Rogers, Council Secretary

Agenda

Friday, May 9, 2003
10:00 a.m.
City Hall, Room 400
1 Carlton B. Goodlett Place

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Telephone (415) 355-3709 Fax 554-6393 E-mail: SFUrbanForestCouncil@sfgov.org

ORDER OF BUSINESS

Public comment will be taken before the Council takes action on any item.

1. Call to Order

2. Roll Call

3. **ACTION**: Adoption of minutes of Special meeting April 11, 2003**
 (Explanatory Document: Minutes of the April 11, 2003 Special meeting.)

4. Public Comment: Members of the public may address the Council on matters that are within the Council's jurisdiction and are not on today's agenda.

5. **INFORMATION:** Urban Forest Coordinator Report
 Janet Michaelson, Urban Forest Coordinator
 (Explanatory Document: Coordinator's Report)**
 A. Draft program goals and activities
 1. Developing a Work Plan for the SFE Urban Forest Program using the Urban Forest Program Strategic Plan.
 B. Compiling baseline information for presentation to the Council at the June 13, 2003 meeting.
 1. Summary of municipal and non-profit tree groups including membership makeup and funding sources.
 2. Other municipalities tree programs.
 3. City tree programs, ordinances and resolution adopted by the Board of Supervisors or City agencies including internal policies/manuals used for tree maintenance
 4. Other organizations research results, recommendations and operating procedures relating to tree care and maintenance and needs of the urban forest..

6. **INFORMATION:** Review Council priorities and responsibilities as taken from the Urban Forest Ordinance. Priorities and responsibilities will be incorporated into the Council's by-laws.

7. **INFORMATION:** DPW Tree Workshop. Presentation by Paul Sacamano.

8. **INFORMATION:** Chair's Report
 Francesca Vietor, Chair, Urban Forest Council
 A. Creation of, and appointment to, Committees of the Urban Forest Council
 B. Resolutions

9. **INFORMATION:** New Business

10. **Public Comment**

11. Adjournment

** Copies of explanatory documents are available to the public at Department of Environment, 11 Grove Street, San Francisco, California between the hours of 9 a.m. and 5 p.m., or when possible, on the Department of Environment's webpage: www.sfgov.org/sfenvironment/; or, upon request to the Council Secretary, at the above address or telephone number 415-355-3709, or via e-mail at emily.rogers@Sfgov.org within three business days of a meeting.

ACCESSIBLE MEETING INFORMATION

The Urban Forest Council meeting will be held in Room 400, City Hall, 1 Dr. Carlton B. Goodlett Place, San Francisco, CA. The Council meeting room is wheelchair accessible. The closest accessible BART station is the Civic Center Station at United Nations Plaza and Market Street. Accessible MUNI lines serving this location are: #42 Downtown Loop, and #71 Haight/Noriega and the F Line to Market and Van Ness and the Metro Stations at Van Ness and Market and at Civic Center. For information about MUNI accessible services call (415) 923-6142. There is accessible curbside parking adjacent to City Hall on Grove Street and Van Ness Avenue and in the vicinity of the Veterans Building at 401 Van Ness Avenue adjacent to Davies Hall and the War Memorial Complex.

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Government's duty is to serve the public, reaching its decisions in full view of the public. Commissions, boards, councils, and other agencies of the City and County exist to conduct the people's business. This ordinance assures that deliberations are conducted before the people and that City operations are open to the people's review. For more information on your rights under the Sunshine Ordinance or to report a violation of the ordinance, contact the Sunshine Ordinance Task Force, Donna Hall, Clerk, City Hall, Room 409, 1 Dr. Carlton B. Goodlett Place, San Francisco, CA 94102-4683 at Phone No.: (415) 554-7724; Fax No.: (415) 554-7854; E-mail: Donna.Hall@sfgov.org. Copies of the Sunshine Ordinance can be obtained from the Clerk of the Sunshine Task Force, the San Francisco Public Library and on the City's website at www.sfgov.org.

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May 09, 2003 Approved

City and County of San Francisco

Department of the ENvironment

Urban Forest Council

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MINUTES

Friday, May 9, 2003

10:00 a.m.

City Hall, Room 400

1 Carlton B. Goodlett Place

1. Call to Order: The meeting was called to order at 10:07 p.m.

2. Roll Call

Council-members Carolyn Blair, Jose Campos, Dr. Larry Costello, Juan Carrasco, Diana Cohen, Bonnie Fisher, Jane Herman, Milton Marks III, An Marie Rodgers, Paul Sacamano, and Francesca Vietor were present.

Council-members Kelly Cornell, Terry Milne, and Michael J. Sullivan were excused.

3. ACTION: Adoption of minutes of Special meeting April 11, 2003**

Upon motion by Member Cohen and second by Member Marks, the minutes were unanimously approved with the following amendment: Council Member Dr. Larry Costello was not present at the April 11, 2003 meeting.

4. Public Comment: Members of the public may address the Council on matters that are within the Council's jurisdiction and are not on today's agenda.

Andrea O'Leary requested that a list of "tree" people and organizations citywide be developed and distributed to the public.

5. INFORMATION: Urban Forest Coordinator Report

Janet Michaelson, Urban Forest Coordinator, presented updates on UFC administrative and programmatic operations. Discussions ensued.

6. INFORMATION: Ms. Michaelson and Member Sacamano reviewed the Council priorities and responsibilities as taken from the Urban Forest Ordinance. These priorities and responsibilities will be incorporated into the Council's by-laws. Discussions ensued.

7. INFORMATION: DPW Tree Workshop. Presentation by Paul Sacamano.

Tony Walcott, Certified Arborist for the Department of public Works gave an update on the department's efforts educate the community regarding their responsibilities with respect to tree care. There was a well-attended Tree Workshop on April 23, 2003. Members of the professional tree service community as well as general members of the public were present. Mr. Wolcott also reviewed the scope of DPW's jurisdiction as stipulated in the City Code Article 16 Urban Forest Ordinance.

8. INFORMATION: Chair's Report

Francesca Vietor, Chair, Urban Forest Council

Creation of, and appointment to, Committees of the Urban Forest Council: Chair Vietor established a Fundraising Committee and a Planning and Policy Committee. Appointments to these committees are forthcoming. As well, the meeting logistics with respect to meeting times and places will be established and incorporated into the By-laws. She looks forward to establishing an Outreach and Education Committee in the future.

9. INFORMATION: New Business

Member Sacamano suggested members take a look at the Cal Poly, San Luis Obispo list serve for interesting and salient issues regarding urban forestry. www.urbanforesty@urbanfor.cagr.calpoly.edu

Member Blair would like the council to research policy options that would distribute the cost for trees equally.

10. Public Comment

Allen Grossman suggested that the Council examine the current management process for urban forest management. He also suggested that the Council examine policy options to increase the urban forest by passing the cost along to home or property owners.

Andrea O'Leary recommended that the Council implement a public outreach effort as soon as possible.

Member Blair requested the Council examine policy options that would distribute the cost of trees among all adults. She also submitted a cost analysis for the installation of rubber sidewalks. She would like to discuss these items at the next meeting.

11. Adjournment: The meeting was adjourned at 12:05 p.m.

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SF Environment

June 13, 2003

Urban Forest Council

City and County of San Francisco

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Carolyn Blair, Director, SF Tree Council

Jose Campos, SF Redevelopment Agency

Juan Carrasco, Arborist, Bartlett Tree Experts

Diana Cohen, Fund Raising Consultant

Kelly Cornell, SF Recreation & Parks Department

Dr. Larry Costello, Horticulture Advisor, UC Extension

Bonnie Fisher, Landscape Architect, Roma Designs

Jane Herman, SF Public Utilities Commission

Milton Marks III, Director, Friends of The Urban Forest

Terry Milne, Bernal Heights Tree Committee

An Marie Rodgers, SF Planning Department

Paul Sacamano, SF Department of Public Works

Michael J. Sullivan, Attorney, Howard, Rice, Nemerovski, Canady, Falk & Rabkin, PC

Francesca Vietor, Principal, Ecoworks

Janet L. Michaelson, Urban Forest Coordinator

Emily D. Rogers, Council Secretary

Agenda

Friday, June 13, 12:00 am to 2:00 pm

City Hall, Room 416

1 Carlton B. Goodlett Place

ORDER OF BUSINESS

Public comment will be taken before the Council takes action on any item.

1. Call to Order

2. Roll Call

3. **ACTION**: Adoption of minutes of May 9, 2003 (Explanatory Documents: Draft minutes of the May 9, 2003 meeting)**

REGULAR CALENDAR

4. Public Comment: Members of the public may address the Council on matters that are within the Council's jurisdiction and are not on today's agenda.

5. **INFORMATION:** Urban Forest Coordinator Report

Janet Michaelson, Urban Forest Coordinator

6. **ACTION**: Review list of City departments and non-profit organizations with tree care responsibilities that receive City funding, and adopt template for report required by these agencies pursuant to Administrative Code section 5.239(b).

(Explanatory Documents: List of agencies and non-profits; Reporting template)**

7. **PRESENTATION:** The Rec & Park Department's Forestry Program by Kelly Cornell. Kelly Cornell will give a brief overview of the history and current day-to-day operations of the Recreation & Park Department's Urban Forestry Program. His discussion will include the make-up of staff and crew, types of issues dealt with and the Program's budget.

8. **INFORMATION:** Open discussion led by Planning and Policy Committee Chair, Paul Sacamano to review products and deliverables as outlined in the Urban Forest Council Ordinance, and scope of the Committee.

9. **INFORMATION:** Open discussion led by Funding Committee Chair, Diana Cohen

A. Scope of Funding Committee

B. Discussion on request to the Budget Analyst

10. **INFORMATION**: Resolutionrecommending that the Planning Commission integrate Street Trees into the General Plan; urging City Departments to integrate their Street Tree Policies into planning, operations and permitting decisions and report such decisions to

the Urban Forest Council within six months; and urging the Mayor and Board of Supervisors to recognize the importance of the Urban Forest. (Explanatory Document: Draft Resolution 001-03 Street Tree Policies)**

11. **INFORMATION:** Review Urban Forest Council calendar. The calendar will be used to record deadlines and events relevant to the Urban Forest Council.

12. Chair's Announcements:

 Milton Marks III, Vice-Chair, Urban Forest Council

 A. Committee Appointments and Meeting Times
 B. Urban Forest Funding for FY '03-'04
 C. Urban Forest Council Purpose and Responsibilities (to be at adopted July 11, 2003 Council meeting)

13. New Business

14. **Public Comment**

15. Adjournment

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Urban Forest Council

City and County of San Francisco

Department of the Environment

Francesca Vietor, Chair

Milton Marks III, Director, Vice-Chair

Janet L. Michaelson, Urban Forest Coordinator

Emily D. Rogers, Council Secretary

MINUTES

Friday, June 13, 12:00 pm to 2:00 pm

City Hall, Room 400

1 Carlton B. Goodlett Place

ORDER OF BUSINESS

Public comment will be taken before the Council takes action on any item.

1. Call to Order: Vice Chair Marks called the meeting to order at 12:07 p.m.

2. Roll Call:

- Present: Carolyn Blair, Terry Milne, Juan Carrasco, Diana Cohen, Milton Marks III, Kelly Cornell, An Marie Rodgers, and Paul Sacamano,
- Excused:Jose Campos, Dr. Larry Costello, Bonnie Fisher, Jane Herman, Michael J. Sullivan, and Francesca Vietor

3. **ACTION**: Adoption of minutes of May 9, 2003

- Upon motion by Councilman Sullivan the minutes of the May 9, 2003 meeting were unanimously approved.

REGULAR CALENDAR

4. Public Comment: Members of the public may address the Council on matters that are within the Council's jurisdiction and are not on today's agenda.

- There were no comments from the public.

5. **INFORMATION:** Urban Forest Coordinator Report

- Janet Michaelson, Urban Forest Coordinator gave updates on UFC administrative and programmatic operations relating to funding, outreach, contacts and communications, and other related activities. Steve Griswald has been appointed to represent the GGNRA on the council. Supervisor Gonzales would like to hold a reception to honor the Council.

6. **ACTION**: Review list of City departments and non-profit organizations with tree care responsibilities that receive City funding, and adopt template for report required by these agencies pursuant to Administrative Code section 5.239(b).

- Action on this item was withdrawn. The Council reviewed the list of City agencies and non-profits who have tree care and urban forest responsibilities. The Council then critiqued the format and content of the draft-reporting template, which will be distributed to the aforementioned groups. The purpose of the form is to facilitate these organization's duty to give an annual report on their tree activities to the Council.

7. **PRESENTATION:** The Recreation & Park Department's Forestry Program by Kelly Cornell. Kelly Cornell gave a brief overview of the history and current day-to-day operations of the Recreation & Park Department's Urban Forestry Program. His discussion included the demographics of staff and crew, challenging issues dealt with and the program's budget. Discussions ensued.

8. **INFORMATION:** Paul Sacamano, Chair of the Planning and Policy Committee led a discussion on the scope of the Committee. He reviewed the products and deliverables as outlined in the Urban Forest Council Ordinance. As outlined in the ordinance, the Committee will focus on the review and make recommendations to the Council on project plans for major publicly sponsored developments and civic improvements and changes of the public right of way as they impact trees. The Committee will also examine and make policy recommendations to the Council regarding other urban forest and tree issues. It will facilitate an assessment (inventory) of the current condition of the urban Forest. As well, the Committee will navigate and oversee the development of the Urban Forest Plan.

9. **INFORMATION:** Open discussion led by Funding Committee Chair, Diana Cohen

- Diana Cohen outlined the goals and objectives of the Committee as follows:
- Identify funding and staffing needs and opportunities for urban forest programs; and
- Help secure and encourage commitment of adequate resources for tree programs.
- Review urban forest program budget priorities and make recommendations about urban forest funding requirements to the Mayor, Board of Supervisors, and affected city departments and commissions;
- Investigate and pursue funding options for various urban forest activities;
- Assist agencies and organizations in securing funding for urban forest programs;
- Apply for and accept grants for public agency or privately sponsored urban forest programs pursuant to the procedures in the Administrative Code; and
- Determine whether there are opportunities to improve efficiency and eliminate possible redundancies among managing agencies through citywide coordination of tree operations.

- The Planning Committee was requested to research the scope of activities and timeline involved in developing the Urban Forest Plan and then forward it to the Funding committee to research the cost of such.

B. Discussion on request to the Budget Analyst: This item was continued.

10. **INFORMATION**: The Council engaged in discussions regarding Draft Resolution 001-03 Street Tree Policies whichrecommends that the Planning Commission integrate Street Trees into the General Plan; urging City Departments to integrate their Street Tree Policies into planning, operations and permitting decisions and report such decisions to the Urban Forest Council within six months; and urging the Mayor and Board of Supervisors to recognize the importance of the Urban Forest. This item was forwarded to the Planning Committee.

11. **INFORMATION:**

- The Council reviewed the Urban Forest Council calendar. The calendar will be used to record deadlines and events relevant to the Urban Forest Council. It will also be posted on the website.

12. Chair's Announcements:

Milton Marks III, Vice-Chair, Urban Forest Council

A. Committee Appointments and Meeting Times

- Planning and Policy Committee: Paul Sacamano will serve as chair. An Marie Rodgers, Bonnie Fisher, Jose Campos, and Larry Costello will also serve on this Committee. The Committee will meet monthly on the 3rd Thursday from 4:00 p.m. to 5:30 p.m. at 11 Grove Street.
- The Funding Committee: Diana Cohen will serve as chair. Carolyn Blair, Milton Marks, III, Mike Sullivan will also serve on this Committee. The Committee will meet monthly on the 4th Tuesday from Noon till 1:00 p.m at 11 Grove Street.

B. Urban Forest Funding for FY '03-'04

- The Department of Public Works has requested $567, 000 from the Proposition B funds to improvements and maintenance on existing trees in the public right-of-way areas.
- Member Marks discussed the status of Propositions Band H funding distribution plans by the Transportation Authority. Discussions ensued.

C. Urban Forest Council Purpose and Responsibilities

- The Council will consider these amendments to its by-laws at the July 11, 2003 meeting.

13. New Business

- No new business was introduced.

14. **Public Comment**

- Sara Mogul requested to be included on the mailing list. Ms. Mogul interjected that outreach and public participation critical importance in this process. She also commended and the encouraged the Council in its endeavors. Ms. Mogul indicated that she is available as a volunteer to assist the Council with its activities.

15. **Adjournment:** The meeting was adjourned at 2:06 p.m.

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SF Environment

July 11, 2003 Special Meeting

Urban Forest Council

City and County of San Francisco

Department of the Environment

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Carolyn Blair, Director, SF Tree Council

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Diana Cohen, Fund Raising Consultant

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Bonnie Fisher, Landscape Architect, Roma Designs

Jane Herman, SF Public Utilities Commission

Milton Marks III, Director, Friends of The Urban Forest

Terry Milne, Bernal Heights Tree Committee

An Marie Rodgers, SF Planning Department

Paul Sacamano, SF Department of Public Works

Michael J. Sullivan, Attorney, Howard, Rice, Nemerovski, Canady, Falk & Rabkin, PC

Francesca Vietor, Principal, Ecoworks

Janet L. Michaelson, Urban Forest Coordinator

Emily D. Rogers, Council Secretary

Notice of Special Meeting

This is a special meeting because it is being held at a different time and place, and there will be a vote to amend the Council's by-laws.

Friday, July 11, 2003

12:00 p.m.

City Hall, Room 416

San Francisco, CA

At this meeting, the Council will conduct its regular and recurring business, and will provide a public comment period. Additionally, the Council will consider a change in their by-laws. Proposed changes include: establishing two subcommittees on policy and funding with meeting times; addition of reference to language from the Urban Forest Council Ordinance; change in coordinator duties and change in the meeting dates of the Urban Forest Council. The agenda for the meeting will be provided 72 hours prior to the meeting. Please contact the Department of the Environment if you would like to receive an agenda and are not on the mailing list.

San Francisco Department of the Environment

11 Grove Street, San Francisco, California 94102

www.sfenvironment.com

Telephone (415) 355-3700 Fax 554-6393 E-mail: sfurbanforestcouncil@sfgov.org

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SF Environment

July 11, 2003 Approved

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Urban Forest Council

City and County of San Francisco

Department of the Environment

Francesca Vietor, Principal, Ecoworks

Milton Marks III, Director, Friends of The Urban Forest

Janet L. Michaelson, Urban Forest Coordinator

Emily D. Rogers, Council Secretary

Minutes

Friday, July 11, 12:00 pm to 2:00 pm

City Hall, Room 416

1 Carlton B. Goodlett Place

ORDER OF BUSINESS

1. Call to Order: The meeting was called to order at 12:05 pm.

2. Roll Call

- Present: Carolyn Blair, Director, Juan Carrasco, Kelly Cornell, Dr. Larry Costello, Jane Herman, Terry Milne, An Marie Rodgers, Michael J. Sullivan, and Francesca Vietor. Milton Marks III arrived at 12:30 p.m.
- Excused: Jose Campos, Diana Cohen, Bonnie Fisher, and Paul Sacamano

3. **ACTION**: Adoption of minutes of May 9, 2003: Adoption of the minutes was continued until the next meeting of the Council.

REGULAR CALENDAR

4. Public Comment:

- Katharine Howard of the ASCA, encouraged the Council to stop the Concourse Authority from allowing a number of heritage trees from being cut down in the Music Concourse Bowl at Golden Gate Park. Council Member Blair presented two letters one written to the Paul Maltzer of the Planning Department from Tim Kelley of Landmarks Preservation Advisory Board and one from the her to Michael Ellzey of the Concourse Authority objecting to the removal of the aforementioned heritage trees.

5. **INFORMATION:** Urban Forest Coordinator Report

Janet Michaelson, Urban Forest Coordinator.

- Ms. Michaelson provided updates on UFC administrative and programmatic operations relating to research, funding, outreach, contacts, and communications. David Assmann, Deputy Director of the Department of the Environment, gave updates on the Council's Budget. Ms. Michaelson will work with the Webmaster to make the Council's presence on the Department's website more visible and also to create a direct link to the Council's page. Ms. Michaelson requested the Council members RSVP for all Council and Committee meetings so that in event a quorum will not be present, staff can have adequate time to notice the public.

6. **ACTION:** Public Hearing Process

- Upon motion by Member Milne and second by Member Sullivan the Council unanimously adopted the Public Hearing process with the following amendments:
 a. An introduction will be added to read: If there is determination by UFC staff and Council of non-compliance by a City Agency of non-profit agency that receives City funding, as per the Urban Forest Council Ordinance there will be a public hearing. The process will proceed as follows:
 b. #3 will read: The Council Chair and staff will then review the form and determine whether the non-compliance warrants a public hearing.
 c. #7 will read: The Council will report to the Mayor and the Board of Supervisors regarding recommendations for bringing the affected agency or organization into compliance if necessary.

- There were no comments from the public on this item.

7. **ACTION:** Adoption of by-laws

- Upon motion by Member Rodgers and second by Member Milne the Bylaws were approved with the following amendments:
 a. Article III Section (4): Develop, adopt and update…
 b. Article III Section (2): … responsibilities including but not limited to…
 c. The Funding Committee will meet monthly on 4th Tuesday from Noon to one o'clock.
 d. The Planning and Policy Committee will meet monthly on the 3rd Thursday fro 4:30-6 p.m.

- There were no comments from the public on this item.

8. **PRESENTATION:**

- Rosey Jencks, Dept. of Recreation and Park, Green Streets Initiative. Ms. Jencks discussed efforts currently underway to create a **'Green Streets' initiative** in San Francisco through a collaboration of City agencies. Discussions ensued.

9. **PRESENTATION:** Mike Grisso, Project Manager for the Transbay Terminal Redevelopment. SF Redevelopment Agency gave an overview of past, present and future components of this project. He specifically discussed the open space and pedestrian spaces planned for the project. He indicated that there would be lots of tress and greenery in plaza for which the current plans intend for a functional park like setting. Discussions ensued.

10. **COMMITTEE REPORTS:**

- Funding Committee: Ms. Michaelson informed the Council that due to a lack of quorum,

there was not a meeting. However, the members present did have a meaningful discussion regarding various funding opportunities. If possible, this meeting will be re-scheduled.

- Planning & Policy Committee: Ms. Michaelson informed the Council that due to a lack of quorum, there was not a meeting. If possible, this meeting will be re-scheduled.

11. **Chair's Announcements**

- Council Chair Vietor, discussed meeting notice and agenda protocols. Without objection from the Council, she cancelled the August Full Council meeting.

12. **INFORMATION:** New Business

- Member Blair requested the Council to support legislation sponsored by Supervisor Gonzales before the Board of Supervisors to amend the building code requiring the permitting process to take into consideration trees that might be affected by the construction.

13. **Public Comment**

- There were no comments from the public at this time.

14. **Adjournment:** The meeting was adjourned at 2:40 p.m.

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SF Environment

September 18, 2003 Special Meeting

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Urban Forest Council

NOTICE and AGENDA FOR Special MEETING*

City and County of San Francisco

DEpartment of the ENvironment

Carolyn Blair, Director, SF Tree Council

Jose Campos, SF Redevelopment Agency

Juan Carrasco, Arborist, Bartlett Tree Experts

Kelly Cornell, SF Recreation & Parks Department

Dr. Larry Costello, Horticulture Advisor, UC Extension

Bonnie Fisher, Landscape Architect, Roma Designs

Jane Herman, SF Public Utilities Commission

Milton Marks III, Director, Friends of The Urban Forest

Terry Milne, Bernal Heights Tree Committee

An Marie Rodgers, SF Planning Department

Paul Sacamano, SF Department of Public Works

Michael J. Sullivan, Attorney, Howard, Rice, Nemerovski, Canady, Falk & Rabkin, PC

Francesca Vietor, Principal, Ecoworks

Janet L. Michaelson, Urban Forest Coordinator

Emily D. Rogers, Council Secretary

Agenda

Thursday, September 18, 2003 5:30 pm

City Hall, Room 408

1 Carlton B. Goodlett Place

Disability Access

The Urban Forest Council meeting will be held in Room 408, City Hall, 1 Dr. Carlton B. Goodlett Place, San Francisco, CA. The Council meeting room is wheelchair accessible. The closest accessible BART station is the Civic Center Station at United Nations Plaza and Market Street. Accessible MUNI lines serving this location are: #42 Downtown Loop, and #71 Haight/Noriega and the F Line to Market and Van Ness and the Metro Stations at Van Ness and Market and at Civic Center. For information about MUNI accessible services call (415) 923-6142. There is accessible curbside parking adjacent to City Hall on Grove Street and Van Ness Avenue and in the vicinity of the Veterans Building at 401 Van Ness Avenue adjacent to Davies Hall and the War Memorial Complex.

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Know your rights under the Sunshine Ordinance

(Chapter 67 of the San Francisco Administrative Code)

Government's duty is to serve the public, reaching its decisions in full view of the public. Commissions, boards, councils, and other agencies of the City and County exist to conduct the people's business. This ordinance assures that deliberations are conducted before the people and that City operations are open to the people's review. For more information on your rights under the Sunshine Ordinance or to report a violation of the ordinance, contact the Sunshine Ordinance Task Force, Donna Hall, Clerk, City Hall, Room 409, 1 Dr. Carlton B. Goodlett Place, San Francisco, CA 94102-4683 at Phone No.: (415) 554-7724; Fax No.: (415) 554-7854; E-mail: Donna.Hall@sfgov.org. Copies of the Sunshine Ordinance can be obtained from the Clerk of the Sunshine Task Force, the San Francisco Public Library and on the City's website at www.sfgov.org.

The ringing of and use of cell phones, pagers and similar sound-producing electronic devices are prohibited at this meeting. Please be advised that the Chair may order the removal from the meeting room of any person(s) responsible for the ringing or use of a cell phone, pager, or other

similar sound-producing electronic devices.

Lobbyist Registration and Reporting Requirements

Individuals and entities that influence or attempt to influence local legislative or administrative action may be required by the San Francisco Lobbyist Ordinance [SF Campaign & Governmental Conduct Code §2.100, et. seq] to register and report lobbying activity. For more information about the Lobbyist Ordinance, please contact the Ethics Commission at: 30 Van Ness Avenue, Suite 3900, San Francisco, CA 94102; telephone (415) 581-2300, fax (415) 581-2317; web site at www.sfgov.org/ethics.

When bringing handouts to meetings, please photocopy on both sides of the paper and try to use post-consumer recycled or tree-free paper. Also, please bring sufficient copies of handouts for both the Council and the public.

ORDER OF BUSINESS

Public comment will be taken before the Council takes action on any item.

1. Call to Order

2. Roll Call

3. **ACTION**: Adoption of draft minutes of June 13th and July 11th, 2003

 (Explanatory Document: June 13th and July 11th minutes)**

REGULAR CALENDAR

4. Public Comment: Members of the public may address the Council on matters that are within the Council's jurisdiction and are not on today's agenda.

5. **INFORMATION:** Urban Forest Coordinator Report

Updates on UFC administrative and programmatic operations relating to research, funding, outreach, contacts, communications and other related activities.

Janet Michaelson, Urban Forest Coordinator.

(Explanatory Document: Coordinator Report)**

6. **PRESENTATION:** Report on current issues relating to the possible removal of trees in Cottage Row Mini Park.

Kelly Cornell, San Francisco Recreation and Park Department

Mary King, Cottage Row Bush Street Neighbors

Barclay Rogers, Cottage Row resident

7. **PRESENTATION:** Review of the Transbay design for development. The design for development includes urban forest issues, and is implemented by the Redevelopment Plan which is to be approved later this year.

Jose Campos, Planning Supervisor, San Francisco Redevelopment Agency.

8. **COMMITTEE REPORTS:**
 - Funding Committee

Acting Chair, Milton Marks

Updates on the August 26, 2003 meeting. The next meeting will be on Tuesday September 23, 2003 at 12:00 PM at 11 Grove Street.

- Planning & Policy Committee

Chair, Paul Sacamano

Updates on the August 26, 2003 meeting. The next meeting will be on Thursday September 25th, 2003 at 4:00 PM at 11 Grove Street.

9. Chair's Announcements

Francesca Vietor, Chair, Urban Forest Council

- UFC Seat vacancy
- Discussion of meeting dates and locations

10. **INFORMATION:** New Business

11. Public Comment

12. Adjournment

* This is Special Meeting because it not on its regular meeting day, nor is it in its regular meeting place.

* Copies of explanatory documents are available to the public at Department of Environment, 11 Grove Street, San Francisco, California between the hours of 9 a.m. and 5 p.m., or when possible, on the Department of Environment's webpage: www.sfgov.org/sfenvironment/; or, upon request to the Council Secretary, at the above address or telephone number 415-355-3709, or via e-mail at **emily.rogers@Sfgov.org**within three business days of a meeting.

Urban Forest Council

San Francisco Department of the Environment

City and County of San Francisco,

11 Grove Street

San Francisco, CA 94102

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NOTICE and AGENDA FOR Special MEETING*

City and County of San Francisco

DEpartment of the ENvironment

Approved MINUTES

Thursday September 18, 2003

5:30 pm

City Hall, Room 408

1 Carlton B. Goodlett Place

ORDER OF BUSINESS

1. **Call to Order:** The meeting was called to order at 5:37 p.m.

2. **Roll Call:**

- Present: Carolyn Blair, Jose Campos, Juan Carrasco, Dr. Larry Costello, Jane Herman, Terry Milne, An Marie Rodgers, Michael J. Sullivan, and Francesca Vietor.
- Excused: Bonnie Fisher, Kelly Cornell, Milton Marks III and Paul Sacamano

3. **ACTION**: Adoption of draft minutes of June 13th and July 11th, 2003

- Upon motion by Member Rodgers the minutes were adopted unanimously.

REGULAR CALENDAR

4. **Public Comment:** There were no comments from the public.

5. **INFORMATION:** Urban Forest Coordinator Report

Janet Michaelson's, Urban Forest Coordinator report giving updates on UFC administrative and programmatic operations relating to research, funding, outreach, contacts, communications and other related activities was distributed and reviewed by the Council. The Chair requested that Ms. Michaelson briefly review the details of this report at the next meeting.

6. **PRESENTATION:** Report on current issues relating to the possible removal of trees in Cottage Row Mini Park.

- Member Blair briefly introduced the issue of potentially removing five Redwood Trees from Cottage Row Mini Park. Essentially, some members of the community would like the trees to be removed, because they believe that the roots of these trees will cause major damage to infrastructure of neighboring homes. There is also concern for the potential harm the trees could cause if they were uprooted by high winds. Other community members vehemently oppose the removal of the trees, citing that trees are a critical part of the urban canopy, and the potential harm that these trees could cause if any is unknown.
- Kelly Cornell, San Francisco Recreation and Park Department: A letter from Mr. Cornell was read in his absence. The communications declared this issue one of Park and Recreations purview. Furthermore, Mr. Cornell indicated that removal of the trees is this is not a high priority issue.
- Mary King, Cottage Row Bush Street Neighbors: Ms. King testified in favor of removing the trees.
- Barclay Rogers, Cottage Row resident: Mr. Rogers testified against the removal of the trees.
- The Council engaged in discussions regarding the Cottage Row Trees. Some members expressed that they too felt this really was a Park and Recreation issue.

Public Comment:

- Carol Glunirlle, Marvin Lambert and Audrey Sherliech spoke in favor of the removal of the trees.
- Jenny Harbine spoke against the removal of the trees.
- Keith Saggens inquired as to the Council's policy on tree removals.

7. **PRESENTATION:** Review of the Transbay design for development. The design for development includes urban forest issues, and is implemented by the Redevelopment Plan, which is to be approved later this year.

Jose Campos, Planning Supervisor, San Francisco Redevelopment Agency gave a PowerPoint presentation of the Redevelopment Agency's plans for the development of the Transbay Terminal. He specifically highlighted the pedestrian spaces and park like setting that they intend to establish through tree and greenery plantings.

8. **COMMITTEE REPORTS:**
 - Funding Committee

The next meeting will be on Tuesday September 23, 2003 at 12:00 PM at 11 Grove Street.

· Planning & Policy Committee

Chair, Paul Sacamano

The next meeting will be on Thursday September 25th, 2003 at 4:00 PM at 11 Grove Street.

9. **CHAIR'S ANNOUNCEMENTS**

Francesca Vietor, Chair, Urban Forest Council

- UFC Seat vacancy: The GGNRA will be filling one of the vacant seats. The other is still open. Please have qualified and interested parties contact Janet Michaelson. The Council is particularly interested in someone that has a fundraising background.
- Discussion of meeting dates and locations: The Council will meet on the on the 2nd Friday at ten o'clock in the morning on the odd numbered months of January, March May, July, September, and November in City Hall Room 400. The Council meet on the 2nd Wednesday at five thirty in the evening on the even numbered months of February, April, June, August, October, and December in City Hall Room 400. The new schedule will be presented for consideration as an amendment to the bylaws. The new schedule will begin in December.

10. **INFORMATION:** New Business

11. **PUBLIC COMMENT:** There were no comments from the public.

- Recycling and reuse of Palm Trees.

12. **ADJOURNMENT:** The meeting was adjourned at 7:24 p.m.

Respectfully Submitted,

Emily Rogers, Council Secretary

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SF Environment

October 10, 2003

Urban Forest Council

Agenda

Thursday October 10, 2003

10:00 am

City Hall, Room 400

1 Carlton B. Goodlett Place

City and County of San Francisco

DEpartment of the ENvironment

Francesca Vietor, Principal, Ecoworks

President

Milton Marks III, Director, Friends of The Urban Forest

Vice President

Carolyn Blair, Director, SF Tree Council

Disability Access

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Jose Campos, SF Redevelopment Agency

Juan Carrasco, Arborist, Bartlett Tree Experts

Kelly Cornell, SF Recreation & Parks Department

Dr. Larry Costello, Horticulture Advisor, UC Extension

Bonnie Fisher, Landscape Architect, Roma Designs

Jane Herman, SF Public Utilities Commission

Terry Milne, Bernal Heights Tree Committee

An Marie Rodgers, SF Planning Department

Paul Sacamano, SF Department of Public Works

Michael J. Sullivan, Attorney, Howard, Rice, Nemerovski, Canady, Falk & Rabkin, PC

Janet L. Michaelson

Urban Forest Coordinator

Emily D. Rogers

Council Secretary

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(Chapter 67 of the San Francisco Administra

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ORDER OF BUSINESS

Public comment will be taken before the Council takes action on any item.

1. Call to Order

2. Roll Call

3. **ACTION**: Adoption of minutes of the September 18, 2003 Special meeting of the Urban Forest Council. (Explanatory Document: minutes of the Urban Forest Council September 18, 2003 Special Meeting.)

REGULAR CALENDAR

4. Public Comment: Members of the public may address the Council on matters that are within the Council's jurisdiction and are not on today's agenda.

5. **INFORMATION:** Urban Forest Coordinator Report

Janet Michaelson, Urban Forest Coordinator. Ms. Michaelson will provide updates on UFC Administrative and programmatic operations relating to research, funding, outreach, contacts, communications and other related activities.

6. **ACTION:** Consideration of Resolution 001-03-UFC Street Tree Policies

(Explanatory Document: 001-03-UFC Street Tree Policies)

- Street trees resolution recommending that the Planning Commission elevate the visibility and importance of street trees in the General Plan; urging City departments to establish street tree policies and integrate them into planning, operations and permitting decisions; and urging the Mayor and Board of Supervisors to formally recognize the importance of the urban forest.

Sponsored by Vice-Chair, Milton Marks

Staff: Janet Michaelson

7. **PRESENTATION:** San Francisco School District, John Bitoff, Director of Facilities Management. Mr. Bitoff will discuss his efforts to plant trees in City schools, Proposition A on the November ballot which includes $2 million for green schoolyards, and the School Districts' Facilities Management Plan.

8. **PRESENTATION:** Planning Department, David Alumbaugh, Senior Urban Planner. Mr. Alumbaugh will brief Urban Forest Council Members on policies that have been adopted by the City of San Francisco in its General Plan regarding trees and the urban forest.

9. **COMMITTEE REPORTS:**

- Funding Committee

Acting Chair, Milton Marks

Updates on the September, 2003 meeting. The next meeting will be on Tuesday October 28, 2003 at 12:00 PM at 11 Grove Street.

- Planning & Policy Committee

Chair, Paul Sacamano

Updates on the September, 2003 meeting. The next meeting will be on Thursday October 16, 2003 at 4:00 PM at 11 Grove Street.

10. Chair's Announcements

Francesca Vietor, Chair, Urban Forest Council

11. **INFORMATION:** New Business

12. Public Comment

13. Adjournment

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Urban Forest Council

San Francisco Department of the Environment

City and County of San Francisco,

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October 10, 2003 Approved

Urban Forest Council

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Friday, October 10, 2003

10:00 am

City Hall, Room 400

1 Carlton B. Goodlett Place

City and County of San Francisco

Department of the Environment

ORDER OF BUSINESS

1. Call to Order: The meeting was called to order at 10:12 a.m. Vice President Milton Marks, III chaired the meeting.

2. Roll Call: Carolyn Blair, Juan Carrasco, Dr. Larry Costello, Jane Herman, Milton Marks III, An Marie Rodgers, Michael J. Sullivan, and

- Excused: J. Campos, B. Fisher, T. Milne, and F. Vietor

3. **ACTION**: Adoption of minutes of the September 18, 2003 Special meeting of the Urban Forest Council. (Explanatory Document: minutes of the Urban Forest Council September 18, 2003 Special Meeting.)

- The minutes were initially adopted upon motion by Member Rodgers and second by Member Sullivan as amended. However, upon motion my Member Sacamono and second by member Rodgers the adoption of the minutes was repealed.

REGULAR CALENDAR

4. Public Comment: Members of the public may address the Council on matters that are within the Council's jurisdiction and are not on today's agenda.

- There were no comments from the public.

5. **INFORMATION:** Urban Forest Coordinator Report

Janet Michaelson, Urban Forest Coordinator. Ms. Michaelson will provide updates on UFC Administrative and programmatic operations relating to research, funding, outreach, contacts, communications and other related activities.

- Ms. Michaelson was not able to attend the meeting due to illness. The members were asked to read here written report off-line. Ms. Michaelson should review the contents of this report at the next meeting.

6. **ACTION:** Consideration of Resolution 001-03-UFC Street Tree Policies

- This item was referred back to the Policy Committee.

7. **PRESENTATION:** San Francisco School District, John Bitoff, Director of Facilities Management. Mr. Bitoff discuss his efforts to plant trees in City schools, Proposition A on the November ballot which includes $2 million for green schoolyards, and the School Districts' Facilities Management Plan. He discussed the many challenges and successes he faces in efforts to greening schools. The greatest challenge is minimal funding and lack of adequate staffing.

8. **PRESENTATION:** Planning Department, David Alumbaugh, Senior Urban Planner. Mr. Alumbaugh briefly discussed policies that have been adopted by the City of San Francisco in its General Plan regarding trees and the urban forest. Mr. Alumbaugh noted that the guidelines put forth in the General Plan are mandatory. He specifically addressed the department's philosophy noting the benefits of greening and trees in urban design. As well, he discussed the Planning Department's ideas for expanding the urban forest. He also discussed alternative options for dealing with maintenance issues, as most often the budget for maintaining tress is inadequate.

9. **COMMITTEE REPORTS:**

- Funding Committee

Acting Chair, Milton Marks gave updates on the September, 2003 meeting. The next meeting will be on Tuesday October 28, 2003 at 12:00 PM at 11 Grove Street.

- Planning & Policy Committee

Chair, Paul Sacamano gave updates on the September, 2003 meeting. The next meeting will be on Thursday October 16, 2003 at 4:00 PM at 11 Grove Street.

10. Chair's Announcements

Francesca Vietor, Chair, Urban Forest Council

- In the absence of the Chair no announcements were made.

11. **INFORMATION:** New Business

- There was no new business.

12. Public Comment

- There were no comments from the public.

13. Adjournment: The meeting was adjourned shortly after 12 noon.

Respectfully Submitted by,

Emily Rogers

Council Secretary

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November 14, 2003

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Urban Forest Council

City and County of San Francisco

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Carolyn Blair, Director, SF Tree Council

Jose Campos, SF Redevelopment Agency

Juan Carrasco, Arborist, Bartlett Tree Experts

Kelly Cornell, SF Recreation & Parks Department

Dr. Larry Costello, Horticulture Advisor, UC Extension

Bonnie Fisher, Landscape Architect, Roma Designs

Steve Griswold, Landscape Architect, Golden Gate National Parks

Jane Herman, SF Public Utilities Commission

Dhaya Lakshminarayanan, Management Consultant, Booz Allen Hamilton, Inc.

Milton Marks III, Director, Friends of The Urban Forest

Terry Milne, Bernal Heights Tree Committee

An Marie Rodgers, SF Planning Department

Paul Sacamano, SF Department of Public Works

Michael J. Sullivan, Attorney, Howard, Rice, Nemerovski, Canady, Falk & Rabkin, PC

Francesca Vietor, Principal, Ecoworks

Janet L. Michaelson, Urban Forest Coordinator

Emily D. Rogers, Council Secretary

Agenda

Friday, November 14, 10:00 am

City Hall, Room 400

1 Carlton B. Goodlett Place

Disability Access

The Urban Forest Council meeting will be held in Room 400, City Hall, 1 Dr. Carlton B. Goodlett Place, San Francisco, CA. The Commission meeting room is wheelchair accessible. The closest accessible BART station is the Civic Center Station at United Nations Plaza and Market Street. Accessible MUNI lines serving this location are: #42 Downtown Loop, and #71 Haight/Noriega and the F Line to Market and Van Ness and the Metro Stations at Van Ness and Market and at Civic Center. For information about MUNI accessible services call (415) 923-6142. There is accessible curbside parking adjacent to City Hall on Grove Street and Van Ness Avenue and in the vicinity of the Veterans Building at 401 Van Ness Avenue adjacent to Davies Hall and the War Memorial Complex.

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Know your rights under the Sunshine Ordinance

(Chapter 67 of the San Francisco Administrative Code)

Government's duty is to serve the public, reaching its decisions in full view of the public. Commissions, boards, councils, and other agencies of the City and County exist to conduct the people's business. This ordinance assures that deliberations are conducted before the people and that City operations are open to the people's review. For more information on your rights under the Sunshine Ordinance or to report a violation of the ordinance, contact the Sunshine Ordinance Task Force, Donna Hall, Clerk, City Hall, Room 409, 1 Dr. Carlton B. Goodlett Place, San Francisco, CA 94102-4683 at Phone No.: (415) 554-7724; Fax No.: (415) 554-7854; E-mail: Donna.Hall@sfgov.org. Copies of the Sunshine Ordinance can be obtained from the Clerk of the Sunshine Task Force, the San Francisco Public Library and on the City's website at www.sfgov.org.

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Lobbyist Registration and Reporting Requirements

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ORDER OF BUSINESS

Public comment will be taken before the Council takes action on any item.

1. Call to Order

2. Roll Call

3. **ACTION**: Adoption of minutes of October 10th, 2003 (Explanatory Documents: Draft minutes of the October 10th, 2003 meeting)**

REGULAR CALENDAR

4. Public Comment: Members of the public may address the Council on matters that are within the Council's jurisdiction and are not on today's agenda.

5. **INFORMATION:** Urban Forest Coordinator Report

Janet Michaelson, Urban Forest Coordinator. Ms. Michaelson will provide updates on UFC Administrative and programmatic operations relating to research, funding, outreach, contacts, communications and other related activities.

6. **ACTION:** Consideration of Resolution 001-03-UFC Street Tree Policies

(Explanatory Document: 001-03-UFC Street Tree Policies)

Street trees resolution recommending that the Planning Commission elevate the visibility and importance of street trees into the General Plan; urging city departments to establish street tree policies and integrate street trees into planning, operations and permitting decisions; and urging the Mayor and Board of Supervisors to work with City departments and other government agencies operating in San Francisco to implement these recommendations.

Sponsored by Vice-Chair, Milton Marks

Staff: Janet Michaelson

7. **PRESENTATION:** Greg McPherson and Scott Maco, Center for Urban Forest Research. Mr. McPherson and Mr. Maco will present the results of the Center for Urban Forest Research report titled, "City of San Francisco, California, Street Tree Analysis."

8. **COMMITTEE REPORTS:**

- Funding Committee

 Acting Chair, Milton Marks

Updates on the October, 2003 meeting. The next special meeting will be on Thursday November 20th, 2003 at 12:00 PM at 11 Grove Street.

- Planning & Policy Committee

 Chair, Paul Sacamano

Updates on the October, 2003 meeting. The next special meeting will be on Tuesday November 18th, 2003 at 1:00 PM at 11 Grove Street.

9. Chair's Announcements

Francesca Vietor, Chair, Urban Forest Council

- Council etiquette
- · Meeting Schedule

NOTICE: At next month's meeting the Council will vote to amend its bylaws to reflect the Council's new meeting schedule. The new schedule is as follows: Regular meetings shall be held bi-monthly on the second Friday of January, March, May, July, September and November at 10:00 a.m., and bi-monthly on the second Wednesday of February, April, June, August, October, and December at 5:30 p.m. except in the case of a City-recognized holiday, when the meeting shall be held on the following Wednesday or Friday respectively of that month. Meetings shall be held at City Hall, 1 Dr. Carlton B. Goodlett, Jr., Place, Room 400, in the City and County of San Francisco. This information shall be posted on the Department of the Environment's website.

10. **INFORMATION:** New Business

11. Public Comment

12. Adjournment

* Copies of explanatory documents are available to the public at Department of Environment, 11 Grove Street, San Francisco, California between the hours of 9 a.m. and 5 p.m., or when possible, on the Department of Environment's webpage: www.sfgov.org/sfenvironment/; or, upon request to the Council Secretary, at the above address or telephone number 415-355-3709, or via e-mail

at **emily.rogers@Sfgov.org**within three business days of a meeting.

Urban Forest Council

San Francisco Department of the Environment

City and County of San Francisco,

11 Grove Street

San Francisco, CA 94102

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SF Environment

November 14, 2003 Approved

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Urban Forest Council

City and County of San Francisco

DEpartment of the ENvironment

DRAFT MINUTES

Friday, November 14, 2003

10:00 am

City Hall, Room 400

1 Carlton B. Goodlett Place

ORDER OF BUSINESS

1. Call to Order: The meeting was called to order at 10:07 p.m.

2. Roll Call:

- Present: Jane Herman, AnMarie Rodgers, Francesca Vietor, Michael Sullivan, Larry Costello, Paul Sacamono, and Terry Milne.
- Excused: Kelly Cornell and Milton Marks, III
- Jose Campos and Carolyn Blair arrived at 10:18 a.m.

3. Public Comment: Members of the public may address the Council on matters that are within the Council's jurisdiction and are not on today's agenda.

- Allen Grossman expressed concern regarding the importance of the City of San Francisco, California, Street Tree Analysisbeing presented to less than a quorum of the Council.
- Janet Michelson is no longer working with the Department of the Environment as the Urban Forest Coordinator. Chair Vietor and other members of the Council thanked Ms. Michelson for hard work and dedication in both her capacity as the Council Coordinator and in her efforts to establish the Urban Forest Council Ordinance during her tenure at the Board of Supervisors.
- Alexis Hart was introduced as the newly hired Urban Forest Coordinator. Chair Victor welcomed him. Mr. Harte briefly addressed the Council offering a short overview of his background. He looks forward to working with the Council.

4. ACTION: Adoption of minutes of October 10th, 2003

- Upon the arrival of Jose Campos and Carolyn Blair at 10:18 a.m. a quorum was established.
- Upon motion by Member Sacamono the minutes of October 10, 2003 were unanimously adopted.

5. **INFORMATION:** Urban Forest Coordinator Report

- No report was presented. Mr. Harte will present a coordinator's report at the next meeting.

6. **ACTION:** Consideration of Resolution 001-03-UFC Street Tree Policies

- Street trees resolution recommending that the Planning Commission elevate the visibility and importance of street trees into the General Plan; urging city departments to establish street tree policies and integrate street trees into planning, operations and permitting decisions; and urging the Mayor and Board of Supervisors to work with City departments and other government agencies operating in San Francisco to implement these

recommendations.

Sponsored by Vice-Chair, Milton Marks

Staff: Janet Michaelson

- Upon motion by Member Sullivan Resolution 001-03-UFC Street Tree Policies was unanimously adopted.
- There were no comments from the public. Then resolution will be forwarded to the Board of Supervisors.

7. **PRESENTATION:** Greg McPherson and Scott Maco, Center for Urban Forest Research. Mr. McPherson and Mr. Maco will present the results of the Center for Urban Forest Research report titled, "City of San Francisco, California, Street Tree Analysis."

- Mr. McPherson and Mr. Maco presented the findings of their draft "City of San Francisco, California Street Tree Analysis". They briefly reviewed the methodology for conducting the analysis. The comprehensive report includes a tree inventory; a management needs assessment, a project budget estimate, and budget analysis. Some of the key findings of their study noted a drastic cost differential between public and privately maintained trees; that compared to other urban areas San Francisco ratio of people to trees was significantly below average, and the benefit valuation of trees. Discussions ensued regarding details of the presentation. They primarily on the key aforementioned key points. The Council thanked Mr. McPherson and Mr. Maco for their work noting that this information will serve as an invaluable tool to the Council. The final report will be released to the public shortly.

8. **COMMITTEE REPORTS:**
 - Funding Committee: The next special meeting will be on Thursday November 20th, 2003 at 12:00 PM at 11 Grove Street.

- Planning & Policy Committee: The next special meeting will be on Tuesday November 18th, 2003 at 1:00 PM at 11 Grove Street.

9. **CHAIR'S ANNOUNCEMENTS**

Francesca Vietor, Chair, Urban Forest Council

- Council Etiquette: Chair Vietor reviewed Article 10 of the Council's Bylaws: Code of Ethics. She also emphasized the importance of attendance and participations. She requested that Mr. Harte draft an amendment to the Bylaws for Council consideration at next month's meeting emphasizing the importance of attendance and participation.
- · Meeting Schedule:

NOTICE: At next month's meeting the Council will vote to amend its bylaws

to reflect the Council's new meeting schedule. The new schedule is as follows: Regular meetings shall be held bi-monthly on the second Friday of January, March, May, July, September and November at 10:00 a.m., and bi-monthly on the second Wednesday of February, April, June, August, October, and December at 5:30 p.m. except in the case of a City-recognized holiday, when the meeting shall be held on the following Wednesday or Friday respectively of that month. Meetings shall be held at City Hall, 1 Dr. Carlton B. Goodlett, Jr., Place, Room 400, in the City and County of San Francisco. This information shall be posted on the Department of the Environment's website.

10. **INFORMATION:** New Business

11. **Public Comment**

- Chris an Education Coordinator for Friends of the Urban Forest applauded the work of the Center for Urban Forest Research.
- Tony Walcott thanked Mr. McPherson and Mr. Maco for their efforts in developing the City of San Francisco, California, Street Tree Analysis.

12. **Adjournment:** The meeting was adjourned at 11:57 a.m.

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SF Environment

December 10, 2003 Special Meeting

URBAN FOREST COUNCIL

Agenda

NOTICE OF SPECIAL MEETING

This is a special meeting because the Council is not meeting on its regularly scheduled day and time.

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cial

Notice and Agenda

Wednesday, December 10, 2003
5:30 pm
City Hall, Room 400
1 Carlton B. Goodlett Place

City and County of San Francisco
Department of the Environment

Francesca Vietor, Principal, Ecoworks
President

Milton Marks III, Director, Friends of The Urban Forest
Vice President

Carolyn Blair, Director, SF Tree Council
Jose Campos, SF Redevelopment Agency
Juan Carrasco, Arborist, Bartlett Tree Experts
Kelly Cornell, SF Recreation & Parks Department

Disability Access

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Metro Stations at Van Ness and Market and at Civ For information about MUNI accessible services c 6142. There is accessible curbside parking adjacer on Grove Street and Van Ness Avenue and in the v Veterans Building at 401 Van Ness Avenue adjace Hall and the War Memorial Complex.

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Dr. Larry Costello, Horticulture Advisor, UC Extension
Bonnie Fisher, Landscape Architect, Roma Designs
Jane Herman, SF Public Utilities Commission
Terry Milne, Bernal Heights Tree Committee
Dhaya Lakshminarayanan, Booz Allen Hamilton
An Marie Rodgers, SF Planning Department
Paul Sacamano, SF Department of Public Works
Michael J. Sullivan, Attorney, Howard, Rice, Nemerovski,
Canady, Falk & Rabkin, PC

Alexis Harte
Urban Forest Coordinator

Emily D. Rogers
Council Secretary

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Government's duty is to serve the public, reaching in full view of the public. Commissions, boards, c other agencies of the City and County exist to conc people's business. This ordinance assures that deli conducted before the people and that City operatio the people's review. For more information on you the Sunshine Ordinance or to report a violation of t contact the Sunshine Ordinance Task Force, Donna City Hall, Room 409, 1 Dr. Carlton B. Goodlett Pl Francisco, CA 94102-4683 at Phone No.: (415) 5 No.: (415) 554-7854; E-mail: Donna.Hall@sfgov. of the Sunshine Ordinance can be obtained from th Sunshine Task Force, the San Francisco Public Lib the City's website at www.sfgov.org.

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ORDER OF BUSINESS

Public comment will be taken before the Council takes action on any item.

1. Call to Order

2. Roll Call
3. **ACTION**: Adoption of minutes of the September 18, 2003 and November 14, 2003 Urban Forest Council Meeting. (Explanatory Document: Minutes of the September 18, 2003 and November 14, 2003 Urban Forest Council meetings.)**
4. Public Comment: Members of the public may address the Council on matters that are within the Council's jurisdiction and are not on today's agenda.
5. **ACTION**: Consideration of Resolution 003-03-UFC Amendment of Urban Forest council Bylaws(Explanatory Document: 003-03-UFC Amendment of Urban Forest Council Bylaws)

 - Resolution approving an amendment of the Council's Bylaws to change the Council's regular meeting schedule; change the regular meeting schedule of the Funding Committee; and establish an absence policy.

Sponsored by: President Vietor

Staff: Alexis Harte

6. **INFORMATION:** Urban Forest Coordinator Report

Alexis Harte, Urban Forest Coordinator. Mr. Harte will provide updates on UFC administrative and programmatic operations relating to research, funding, outreach, contacts, communications, and other related activities.

7. **PRESENTATION:** Jim Clark, Ph.D, HortScience Inc. Dr. Clark will present an overview of the process for developing a comprehensive Urban Forest Plan.
8. **DISCUSSION:** The Urban Forest Council Planning Chart: The Planning Chart aligns monthly UF Council meeting agendas with the components of a comprehensive urban forest plan. (Explanatory Document: Urban Forest Council Planning Chart)**
9. **COMMITTEE REPORTS:**

 - Funding Committee

 Acting Chair, Milton Marks

Updates on the November, 2003 meeting. The next meeting will be on Tuesday, January 27, 2003 at 12:00 PM at 11 Grove Street.

- Planning & Policy Committee

 Chair, Paul Sacamano

Updates on the December, 2003 meeting. The next meeting will be on Thursday December 9th, 2003 at 1:00 PM at 11 Grove Street.

10. Chair's Announcements: Francesca Vietor, Chair, Urban Forest Council
11. **INFORMATION:** New Business
12. Public Comment
13. Adjournment

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Supporting Documents:

- RES: 003-03 UFC Bylaw Ammendment
- Planning Chart

Urban Forest Council
San Francisco Department of the Environment
City and County of San Francisco,
11 Grove Street
San Francisco, CA 94102

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SF Environment

December 10, 2003 Approved

City and County of San Francisco

Department of the Environment

Urban Forest Council

NOTICE OF SPECIAL MEETING

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This was a special meeting because the Council was not meeting on its regularly scheduled day and time.

APPROVED MINUTES

Wednesday, December 10, 2003

5:30 pm

City Hall, Room 400

1 Carlton B. Goodlett Place

ORDER OF BUSINESS

1. Call to Order: The meeting was called to order at 5:35 p.m.

2. Roll Call

- Carolyn Blair, Jose Campos, Juan Carrasco, Dr. Larry Costello, Bonnie Fisher, Steve Griswold, Jane Herman, Terry Milne, Dhaya Lakshminarayanan, An Marie Rodgers, Paul Sacamano, Michael J. Sullivan and Francesca Vietor

- Milton Marks III arrived at 5:45 p.m. after the adoption of the minutes.

3. **ACTION**: Adoption of minutes of the September 18, 2003 and November 14, 2003 Urban Forest Council Meeting.

- Upon motion by Member Campos and second by Member Sacamano the minutes were adopted with minor corrections.

4. Public Comment: Members of the public may address the Council on matters that are within the Council's jurisdiction and are not on today's agenda.

- There were no comments from the public.

5. **ACTION**: Consideration of Resolution 003-03-UFC Amendment of Urban Forest council Bylaws

- Upon motion by Member Sullivan and second by Member Milne resolution approving an amendment of the Council's Bylaws to change the Council's regular meeting schedule; change the regular meeting schedule of the Funding Committee; and establish an absence policy, as amended.
- The amendments notated in italics and underlined are as follows:

Article III

Section 7: Absence Policy

Regular attendance at Urban Forest Council meetings is critical to the Council's ongoing success. If a Council Member misses more than three (3) meetings of the full Council or three (3) committee meetings per ***calendar*** year, whether those absences are excused or unexcused, ***then upon a vote of the Council***, the Council Chair may ask the appointing authority to remove the member and appoint a replacement member.

- There were no comments from the public on this item.

6. **INFORMATION:** Urban Forest Coordinator Report

Alexis Harte, Urban Forest Coordinator, reported on UFC administrative and programmatic operations relating to research, funding, outreach, contacts, communications, and other related activities. He specifically highlighted efforts to secure funding from the current six contributing City Departments for the next budget cycle.

7. **PRESENTATION:** Jim Clark, PhD, HortScience Inc. Dr. Clark presented an overview of the process for developing a comprehensive Urban Forest Plan. Mr. Clark offered to donate his time to assist in the development of the Plan. Discussions ensued regarding funding for developing the plan, strategies for capturing the social benefits of the urban forest in the compensation structure, and generally defining the urban forest in San Francisco.

8. **DISCUSSION:** The Urban Forest Council Planning Chart:

- Mr. Harte presented and then engaged the council in discussion regarding the Planning Chart, which aligns monthly UF Council meeting agendas with the components of a comprehensive urban forest plan. He emphasized that the document is a draft and welcomed comments. Member Milne requested that a section on the social benefits be added. Please forward comments to Mr. Harte. The Chart will be a topic of discussion at the Planning and Policy Committee.

9. **COMMITTEE REPORTS:**

- Funding Committee

Acting Chair, Milton Marks gave updates on the activities of the committee at the November meeting. He highlighted that there are two categories of funding needed: Urban Forest Council Budget and Urban Forest Council City-wide. The next meeting will be on Tuesday, January 27, 2003 at 12:00 PM at 11 Grove Street.

- Planning & Policy Committee Chair, Paul Sacamano gave updates on the December meeting. He specifically discussed a very insightful presentation given by Dr. Amit Gosh of the Planning Department, which highlighted how to align the goals of the Council with respect to the developing and then implementing the Urban Forest Plan. It will be necessary to work with the Planning Department. The next meeting will be on Thursday, December 9, 2003 at 1:00 PM at 11 Grove Street.

10. Chair's Announcements: Francesca Vietor, Chair, Urban Forest Council

- Chair Vietor introduced and welcomed recently appointed members Steve Griswold and Dhaya Lakshminarayanan.
- The Chair stated that she is looking at the composition of the Committees. If anyone is interested in serving on a committee please let her or Mr. Harte know.

11. **INFORMATION:** New Business

- Friends of the Urban Forest is seeking a director.
- This Saturday there will be a planting at Holly Park on College Hill fro 9-Noon.
- Amend Planning Code to require the planting of street trees in commercial zones.

12. Public Comment

- Sara Mogul encouraged the Council to establish an Outreach Committee as soon as possible.
- Alan Grossman suggested that the Council clear define its goals and then develop a strategy with recommendations on how to proceed.

13. Adjournment: The meeting was adjourned at 7:41 p.m.

Respectfully submitted,

//Emily Rogers//

Council Secretary

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SF Environment

January 09, 2004

Urban Forest Council

NOTICE OF MEETING

Notice and Agenda

Friday, January 9, 2004

10:00 am

City Hall, Room 400

1 Carlton B. Goodlett Place

City and County of San Francisco

DEpartment of the ENvironment

Francesca Vietor, Principal, Ecoworks

President

Milton Marks III, Director, Friends of The Urban Forest

Vice President

Carolyn Blair, Director, SF Tree Council

Jose Campos, SF Redevelopment Agency

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Juan Carrasco, Arborist, Bartlett Tree Experts

Kelly Cornell, SF Recreation & Parks Department

Dr. Larry Costello, Horticulture Advisor, UC Extension

Bonnie Fisher, Landscape Architect, Roma Designs

Steve Griswold, Golden Gate National Recreation Area

Jane Herman, SF Public Utilities Commission

Terry Milne, Bernal Heights Tree Committee

Dhaya Lakshminarayanan, Booz Allen Hamilton

An Marie Rodgers, SF Planning Department

Paul Sacamano, SF Department of Public Works

Michael J. Sullivan, Attorney, Howard, Rice, Nemerovski, Canady, Falk & Rabkin, PC

Alexis Harte

Urban Forest Coordinator

Emily D. Rogers

Council Secretary

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ORDER OF BUSINESS

Public comment will be taken before the Council takes action on any item.

1. Call to Order

2. Roll Call

3. **ACTION**: Adoption of minutes of the December 10, 2003 Urban Forest Council Meeting. (Explanatory Document: Minutes of the December 10, 2003 Urban Forest Council meeting.)*

4. Public Comment: Members of the public may address the Council on matters that are within the Council's jurisdiction and are not on today's agenda.

5. **INFORMATION:** Urban Forest Coordinator Report

Alexis Harte, Urban Forest Coordinator. Mr. Harte will provide updates on UFC administrative and programmatic operations relating to research, funding, outreach, contacts, communications, and other related activities.

6. **INFORMATION:** Proposition E and the Urban Forest Council

Proposition E, which was adopted at the November 2003 election, amended the City's ethics laws. Alexis Harte will briefly explain how the new provisions may affect Council Members.

7. **DISCUSSION:** Defining the Goals and Scope of a Comprehensive Urban Forest Management Plan (Explanatory Document: A Framework for San Francisco's Urban Forest Plan)*

8. **INFORMATION:** A Process for Introducing Topics for Council Consideration. Alexis Harte will present a draft process for introducing topics for Council consideration (Explanatory Document: Draft Process for Introducing Topics for Council Consideration.)*

9. **COMMITTEE REPORTS:**

- Funding Committee

 Acting Chair, Milton Marks

Updates on the November, 2003 meeting. The next meeting will be on Tuesday, January 27, 2004 at 12:00 PM at 11 Grove Street.

- Planning & Policy Committee

 Chair, Paul Sacamano

Updates on the December, 2003 meeting. The next meeting will be on Thursday January 15th, 2004 at 4:00 PM at 11 Grove Street.

10. Chair's Announcements: Francesca Vietor, Chair, Urban Forest Council

11. **INFORMATION:** New Business

12. Public Comment

13. Adjournment

* Copies of explanatory documents are available to the public at Department of Environment, 11 Grove Street, San Francisco, California between the hours of 9 a.m. and 5 p.m., or when possible, on the Department of Environment's webpage: www.sfgov.org/sfenvironment/; or, upon request to the Council Secretary, at the above address or telephone number 415-355-3709, or via e-mail at **emily.rogers@Sfgov.org**within three business days of a meeting.

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Urban Forest Council

San Francisco Department of the Environment

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DRAFT MINUTES

Friday, January 9, 2004
10:00 a.m.

City Hall, Room 400
1 Carlton B. Goodlett Place
San Francisco, CA 94102

ORDER OF BUSINESS

Public comment will be taken before the Council takes action on any item.

1. **Call to Order:** The meeting was called to order at 10:05 a.m.

- **Roll Call:** Carolyn Blair, Juan Carrasco, Kelly Cornell, Dr. Larry Costello, Bonnie Fisher, Jane Herman, Terry Milne, Dhaya Lakshminarayanan, Milton Marks, III, An Marie Rodgers, Michael J. Sullivan and Francesca Vietor were present.

2. **ACTION**: Adoption of minutes of the December 10, 2003 Urban Forest Council Meeting.
- Upon motion by Member Blair and second by Member Fisher, the minutes of December 10, 2003 were unanimously adopted with minor amendments.

3. Public Comment: There were no comments from the public at this time.

4. **INFORMATION:** Urban Forest Coordinator Report
- Mr. Harte provided updates on UFC administrative and programmatic operations relating to research, funding, outreach, contacts, communications, and other Council related activities. He will bring the proposed budget to the Council at next month's meeting. Mr. Harte informed the Council that he now has a few volunteers working with him on the outreach component for the program.

5. **INFORMATION:** Proposition E and the Urban Forest Council
- Chair Vietor briefly reviewed the newly adopted provisions of Proposition E which amend the City's ethics laws. Questions should be directed to the Ethics Commission at 415-581-2300 or to the department's deputy City Attorney through the Council Coordinator.

6. **DISCUSSION:** Defining the Goals and Scope of a Comprehensive Urban Forest Management Plan
- Mr. Harte led the Council in discussions regarding the goals and scope of aComprehensive Urban Forest Management Plan. The Council further engaged in discussions regarding the focus of the Plan. The primary debate was defining the Urban Forest as just trees or more of an eco-system

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that included trees, shrubs and other greening. The discussions leaned toward a Plan that focuses on trees with a number of appendices that address other related greening issues. There discussions continued regarding the jurisdiction of the plan, how it could facilitate coordinating tree policies throughout the City and other related topics. The Council would prefer the Plan to be prescriptive rather than descriptive in nature. Mr. Harte will bring a draft definition of both trees and the Urban Forest to the Planning Committee for consideration.

7. **INFORMATION:** A Process for Introducing Topics for Council Consideration.

- Alexis Harte presented a draft process for introducing topics that are not specifically related to the Urban Forest Plan for Council consideration.

8. **COMMITTEE REPORTS:**

- Funding Committee: Acting Chair, Milton Marks gave updates on the November, 2003 meeting. The next meeting will be on Tuesday, January 27, 2004 at 12:00 PM at 11 Grove Street. They will be discussing the budget for the next fiscal year.
- Planning & Policy Committee: The next meeting will be on Thursday January 15th, 2004 at 4:00 PM at 11 Grove Street.

9. Chair's Announcements: Francesca Vietor, Chair, Urban Forest Council

- Ms. Vietor informed the Council that SF Environment is working on revisions of the Department's Strategic Plan. Council members are welcome and encouraged to comment on the Urban Forest Council section.
- Ms. Vietor also would like to plan a strategic planning meeting for the Council.
- A section called Council Member Matters will be added to future agendas.
- Ms. Vietor is working with Mayor Newsom's transition team. She helped to develop the section on environmental issues. The Urban Forest is a focus for the new mayor.
- Ms. Vietor also encouraged people to work with Mr. Harte and staff volunteers on the outreach efforts.

10. **INFORMATION:** New Business
 - No new business was introduced.

11. Public Comment

- Allen Grossman expressed concern about the Council's meeting structure and attendance.
- Sara Mogul expressed support for the Council.

12. Adjournment: The meeting was adjourned at 12:15 p.m.

Respectfully Submitted,

Emily Rogers
Council Secretary

SF Environment

CITY AND COUNTY OF SAN FRANCISCO
DEPARTMENT OF THE ENVIRONMENT

URBAN FOREST COUNCIL

APPROVED MINUTES

Friday, January 9, 2004
10:00 a.m.

City Hall, Room 400
1 Carlton B. Goodlett Place
San Francisco, CA 94102

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ORDER OF BUSINESS

Public comment will be taken before the Council takes action on any item.

1. **Call to Order:** The meeting was called to order at 10:05 a.m.

- **Roll Call:** Carolyn Blair, Juan Carrasco, Kelly Cornell, Dr. Larry Costello, Bonnie Fisher, Jane Herman, Terry Milne, Dhaya Lakshminarayanan, Milton Marks, III, An Marie Rodgers, Michael J. Sullivan and Francesca Vietor were present.

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Respectfully Submitted,

Emily Rogers
Council Secretary

SF Environment

GAVIN NEWSOM, MAYOR
JARED BLUMENFELD, DIRECTOR

CITY AND COUNTY OF SAN FRANCISCO
DEPARTMENT OF THE ENVIRONMENT
URBAN FOREST COUNCIL

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2/11/04

Notice and Agenda

Wednesday, February 11, 2004
5:30 p.m.
City Hall, Room 400
1 Carlton B. Goodlett Place
San Francisco, CA 94102

Francesca Vietor
President

Milton Marks III
Vice President

Carolyn Blair
Juan Carrasco
Dr. Larry Costello
Bonnie Fisher

Steve Griswold
Terry Milne
Dhaya Lakshminarayanan
Michael J. Sullivan

Jose Campos
SF Redevelopment Agency

Jane Herman
SF Public Utilities Commission

Kelly Cornell
SF Recreation & Parks Department

An Marie Rodgers
SF Planning Department

Paul Sacamano
SF Department of Public Works

Alexis Harte
Urban Forest Coordinator

Emily D. Rogers
Council Secretary

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www.sfenvironment.com
Telephone (415) 355-3709 Fax 554-6393 E-mail: SFUrbanForestCouncil@sfgov.org

Public comment will be taken before the Council takes action on any item.

1. Call to Order

2. Roll Call

3. **ACTION**: Adoption of minutes of the January 9, 2003 Urban Forest Council Meeting. (Explanatory Document: Minutes of the January 9, 2003 Urban Forest Council meeting.)*

4. **PUBLIC COMMENT**: Members of the public may address the Council on matters that are within the Council's jurisdiction and are not on today's agenda.

5. **INFORMATION:** Urban Forest Coordinator Report Alexis Harte, Urban Forest Coordinator. Mr. Harte will provide updates on UFC administrative and programmatic operations relating to research, funding, outreach, contacts, communications, and other related activities.

6. **PRESENTATION:** Informational presentation of the proposed Glen Canyon Creek Restoration Capital Project. Lisa Wayne, Natural Areas Supervisor and Keith Kawamura, Project Director Recreation and Park Department. Mary McAllister Natural Areas Program PROZAC
Council Sponsor: Carolyn Blair

7. **INFORMATION**: Involving the San Francisco Planning Department in the Comprehensive Urban Forest Management Plan. Council Member An Marie Rodgers will provide an update on the Planning Department's involvement with writing the Plan.

8. **DISCUSSION:** Defining and pursuing data for a Comprehensive Urban Forest Management Plan (Explanatory Document: A SUMMARY OF THE URBAN FOREST COUNCIL MEETING JANUARY 9, 2004 AND PLANNING COMMITTEE MEETING, JANUARY 15TH,2004)* Council Coordinator Alexis Harte will lead a discussion on plans for collecting the ecological, social, and organizational data upon which to base the Plan.

9. **DISCUSSION**: Urban Forest Council Planning Retreat. The Urban Forest Council will discuss plans for an all-day retreat, during which the policy section of the Plan will be drafted. This retreat will comply with all CCSF Sunshine provisions and will be open to the public

10. **COMMITTEE REPORTS:**

 - Funding Committee
 Acting Chair, Milton Marks
 Updates on the January, 2004 meeting. The next meeting will be on Tuesday, March 23, 2004 at 12:00 PM at 11 Grove Street.

 - Planning & Policy Committee
 Chair, Paul Sacamano
 Updates on the January, 2004 meeting. The next meeting will be on Thursday February 19th, 2004 at 4:00 PM at 11 Grove Street

11. Chair's Announcements: Francesca Vietor, Chair, Urban Forest Council

12. **INFORMATION:** New Business

13. **INFORMATION:** Council Member Topic Ideas

14. Public Comment

15. Adjournment

Disability Access

The Urban Forest Council meeting will be held in Room 400, City Hall, 1 Dr. Carlton B. Goodlett Place, San Francisco, CA. The Commission meeting room is wheelchair accessible. The closest accessible BART station is the Civic Center Station at United Nations Plaza and Market Street. Accessible MUNI lines serving this location are: #42 Downtown Loop, and #71 Haight/Noriega and the F Line to Market and Van Ness and the

Metro Stations at Van Ness and Market and at Civic Center. For information about MUNI accessible services call (415) 923-6142. There is accessible curbside parking adjacent to City Hall on Grove Street and Van Ness Avenue and in the vicinity of the Veterans Building at 401 Van Ness Avenue adjacent to Davies Hall and the War Memorial Complex.

The following services are available on request 48 hours prior to the meeting; except for Monday meetings, for which the deadline shall be 4:00 p.m. of the last business day of the preceding week: For American sign language interpreters or the use of a reader during a meeting, a sound enhancement system, and/or alternative formats of the agenda and minutes, please contact Emily Rogers at (415) 355-3709 to make arrangements for the accommodation. Late requests will be honored, if possible.

In order to assist the City's efforts to accommodate persons with severe allergies, environmental illnesses, multiple chemical sensitivity or related disabilities, attendees at public meetings are reminded that other attendees may be sensitive to various chemical based products. Please help the City accommodate these individuals. Individuals with chemical sensitivity or related disabilities should call the Mayor's Office on Disability accessibility hotline at (415) 554-6060.

Know your rights under the Sunshine Ordinance
(Chapter 67 of the San Francisco Administrative Code)

Government's duty is to serve the public, reaching its decisions in full view of the public. Commissions, boards, councils, and other agencies of the City and County exist to conduct the people's business. This ordinance assures that deliberations are conducted before the people and that City operations are open to the people's review. For more information on your rights under the Sunshine Ordinance or to report a violation of the ordinance, contact the Sunshine Ordinance Task Force, Donna Hall, Clerk, City Hall, Room 409, 1 Dr. Carlton B. Goodlett Place, San Francisco, CA 94102-4683 at Phone No.: (415) 554-7724; Fax No.: (415) 554-7854; E-mail: Donna.Hall@sfgov.org. Copies of the Sunshine Ordinance can be obtained from the Clerk of the Sunshine Task Force, the San Francisco Public Library and on the City's website at www.sfgov.org.

The ringing of and use of cell phones, pagers and similar sound-producing electronic devices are prohibited at this meeting. Please be advised that the Chair may order the removal from the meeting room of any person(s) responsible for the ringing or use of a cell phone, pager, or other similar sound-producing electronic devices.

Lobbyist Registration and Reporting Requirements

Individuals and entities that influence or attempt to influence local legislative or administrative action may be required by the San Francisco Lobbyist Ordinance [SF Campaign & Governmental Conduct Code §2.100, et. seq] to register and report lobbying activity. For more information about the Lobbyist Ordinance, please contact the Ethics Commission at: 30 Van Ness Avenue, Suite 3900, San Francisco, CA 94102; telephone (415) 581-2300, fax (415) 581-2317; web site at www.sfgov.org/ethics.

* Copies of explanatory documents are available to the public at Department of Environment, 11 Grove Street, San Francisco, California between the hours of 9 a.m. and 5 p.m., or when possible, on the Department of Environment's webpage: www.sfgov.org/sfenvironment/; or, upon request to the Council Secretary, at the above address or telephone number 415-355-3709, or via e-mail at **emily.rogers@Sfgov.org** within three business days of a meeting.

When bringing handouts to meetings, please photocopy on both sides of the paper and try to use post-consumer recycled or tree-free paper. Also, please bring sufficient copies of handouts for both the Commission and the public.

Urban Forest Council
San Francisco Department of the Environment
City and County of San Francisco,
11 Grove Street
San Francisco, CA 94102

SCOPE AND GOALS OF THE URBAN FOREST PLAN

A Summary of the Urban Forest Council Meeting January 9, 2004 and Planning Committee Meeting, January 15th,2004

The Urban Forest Plan will be the standard reference document that defines policies and procedures for urban forestry management in San Francisco. The Plan will serve many users: city departments, non-profits and other entities that manage San Francisco's trees, as well as the general public. Written in collaboration with the Planning Department, segments of the Urban Forest Plan will provide conforming amendments to the City's General Plan.

By both ***describing*** the current state of the urban forest, existing policies and roles of various entities that manage it, as well as ***prescribing*** recommended courses of action, the Urban Forest Plan will serve as both an educational and a management tool.

The **Geographic Extent** of the Urban Forest Plan will mirror the Scope of Authority granted to the Urban Forest Council in legislation Article 21 and will be limited to the territorial boundaries of the City and County of San Francisco. In order to effectively address the whole of the urban forest, the Plan will address trees on both private (including residential backyards) and public property, as well as in parks and other large open spaces. Regarding larger green areas, the Urban Forest Plan will make reference to existing plans—such as the Presidio Vegetation Management Plan and Environmental Assessment (December, 2001), the Mt. Sutro Open Space Reserve Management Plan (September, 2001) and others— and will seek opportunities to strengthen each of these plans.

The **Scope** of the Plan will be focused on trees, but policy recommendations will be informed by, and considered in relation to, the larger ecological context including wildlife management, air, water systems as well as other non-tree vegetation (e.g. shrubs, median strip plantings, etc).

A. GOALS FOR THE PLAN

I. Establish a complex and diverse urban forest that reinforces local identity and contributes to the livability of San Francisco

- Plant new trees on city streets that add to the canopy coverage
- Protect healthy and mature individuals that contribute to the city
- Reinforce district character by planned forestation efforts.
- Utilize trees and other plantings to punctuate special areas and add a distinctive character
- Establish a state of the art stewardship program that addresses the full lifecycle of trees within the urban forest and the appropriate strategies and approaches required for best management of the resource

II. Set high standards for the planting, maintenance and care of the urban forest to achieve a successful living resource that is sustainable and increases in value over time

- Design streets with a priority on trees and the urban landscape
- Expand the number and diversity of tall trees that can withstand the rigors of San Francisco's urban environment
- Develop standards for planting that provide for the health, longevity and appearance of urban trees
- Address local issues that constrain the success of plantings through specific physical and horticultural solutions, including paved surfaces, soils conditions, and the availability of nutrients, aeration and water.

III. Extend the urban forest into underlandscaped urban districts that can benefit most significantly by improved environmental, visual and aesthetic qualities of trees and associated plantings.

- Identify residential neighborhoods and commercial districts that are in need of planting and place priority
- Identify key streets linking the city that can become corridors for planting
- Focus efforts on the greening of neighborhoods and districts in consideration of social equity and economic and environmental benefits.

IV. Propagate a shared set of values about the role, benefits, and the potential of the city and its urban forest through communication, education and celebration.

- Disseminate fact sheets about the city's urban forest
- Identify species of trees as they are planted
- Recognize mature trees and their history in the city
- Foster community participation and special celebrations associated with major planting events

V. Manage the urban forest in a coordinated, responsible and effective manner.

- Establish clear lines of responsibility for planting, maintenance and management of the urban forest
- Foster the development of a cadre of skilled professionals who can review plans, troubleshoot potential problems, and follow through on maintenance and management of the urban forest.

VI. Identify sustainable approaches for the funding and implementation of urban forest initiatives.

- Identify planting of urban trees as an important mitigation for the environmental impact of a wide range of projects
- Develop programs for gifting by charitable foundations, groups and individuals
- Aggressively pursue and secure funding from public and semi-public sources for planting and maintenance
- Develop funding for a stewardship program.

VII. Consider the urban forest in a larger ecological/bioregional context

- Plan for contiguous forested corridors and other features amenable to urban wildlife and migratory birds.
- Work with SF Environment's Climate Protection Division to ensure that tracking and reporting of quantifiable effects of tree-planting such carbon sequestration and pollution mitigation are included in the plan and registered with the EPA and the California Climate Action Registry

B. EXPECTED STEPS FOR WRITING AND IMPLEMENTING THE URBAN FOREST PLAN

I. Descriptive Components

1. Quantify the **current characteristics** of the urban forest by managing agency or property owner and land use type.

2. Gain an understanding of the **environmental, economic and aesthetic benefits** of San Francisco's urban forest unique. Describe how these are benefits distributed across demographic characteristic– by neighborhood, income and education level, and ethnicity as well as managing agency, property owner or land use type.

3. Identify the full **costs** of San Francisco's urban forest. Describe how these costs are distributed across demographic characteristic – by neighborhood, income and education level, and ethnicity, as well as managing agency or property owner.

4. Identify the **values** San Franciscans attribute to the urban forest/natural environment?

5. Gain an understanding how these values are distributed across demographic characteristics – by neighborhood, income and education level, and ethnicity?

6. Learn what San Franciscans **want** from the urban forest, and what they want the urban forest to **look like**.

7. Identify the **problems** San Franciscans attribute to the urban forest/natural environment?

8. Gain an understanding of how these values distributed across demographic characteristics – by neighborhood, income and education level, and ethnicity?

9. Identify which groups are responsible for urban forest management and which ones receive city funding.

II. Prescriptive Components

10. Identify opportunities to **advance the understanding** of the importance of the urban forest? What programs can best provide **urban forest education** for various population groups?

11. Where are there **communities that may be underserved** by the benefits the urban forest can provide?

12. Identify appropriate **funding levels** required to adequately maintain, conserve, and promote the urban forest for each managing agency. Identify **mechanism** available to acquire adequate funding?

13. Identify and promote **programs** and **legislation** that help managing agencies and residents adequately maintain, conserve, and promote the urban forest. Landmark trees, citizen planting efforts, etc.

14. Identify and promote **management strategies and practices** that will enable managers to achieve the urban forest structure needed to maximize urban forest benefits?

C. DEFINITIONS OF THE URBAN FOREST

SF Urban Forest Council's Definition: *San Francisco's urban forest is comprised of all the trees and other vegetation found within city limits, a collected greenscape that provides environmental, economic, and social benefits for today and into the future.*

Urban Forestry; Planning and Managing Urban Greenspaces. Robert Miller, 1988
The urban forest may be defined as the sum of all woody and associated vegetation in and around dense human settlements, ranging from small communities in rural settings to metropolitan regions.

National Urban and Community Forestry Advisory Council
Definition of Urban and Community Forestry: The art, science, and technology of managing trees, forest, and natural systems in and around urban areas for the health and well being of communities.

USDA Forest Service, Pacific Southwest Station, Western Center for Urban Forest Research
We define the urban forest as the aggregate of all vegetation and green spaces within communities that provide benefits vital to enriching the quality of life.

Conservation Fund and USDA Forest Service website
The urban forest is the aggregate of all vegetation within an urban area, the management of populations of trees, and the intersection of people with biology of urban flora and fauna.

The Journal of The Society of Municipal Arborists, Sustaining our Urban Forest, Dr. James Clark
A sustainable urban forest is also the management of all the trees and plants in a city to provide a social and economic benefit for today and into the future.

Sacramento Tree Foundation Neighborwoods Program Conference Presentation Abstract
Our definition of an urban forest is adopted to offer a direct connection to those people who live, work and play amongst the trees "as the canopy above and the ecology of your neighborhood."

European Forest Institute website
The urban forest is defined as a forest ecosystem in or near a specific urban area the use of which, as well as related decision-making processes, is dominated by local urban actors and their interests, values and norms. This definition differs from the more usual concept of urban forestry which deals with all types of urban green space.

Northeast Midwest Institute website
The term "urban forest" pertains to vegetation, especially trees, in cities, towns and suburbs.

Blue Ridge Community College, Virginia website
An urban forest is the sum total of all vegetation growing in urban areas.

University of Georgia
The Urban Forest is the trees and related vegetation planted along streets, in yards and public areas around a city

D. SOME DEFINITIONS OF TREES

A woody perennial plant having a single usually elongate main stem generally with few or no branches on its lower part

A woody perennial plant that grows to a height of several feet and typically has a single erect main stem with side branches

A perennial woody plant having a main trunk and usually a distinct crown.

The San Francisco Tree Council

Working to Preserve & Protect Our Urban Forest & Green Open Space

January 23, 2004

At: Supervisor Matt Gonzalez, President of the Board of Supervisors
Re: Natural Areas Program / Glen Canyon Tree Removals

Dear Matt,

At the last Urban Forest Council meeting on January 9th, was I informed that the Natural Areas Program (NAP) would do a presentation on the Glen Canyon Conservation Plan at our next meeting, February 11th. To my knowledge this plan has never been approved and is in conflict with the moratorium to remove any healthy trees before the Board of Supervisors has had proper time to review the NAPCAC report and approve it.

Yesterday I personally visited Glen Canyon to see which trees were posted for removal. There were none, only small orange dots on the trunks at ground level with no explanation why 30 trees were marked. More amazing is that 15 trees were already cut down. I am asking that the removal of these 15 trees be sunshined.

I left a message with DPW's Urban Forester, Kelly Cornell asking if the trees were posted and if in fact he evaluated and approved the removal of these 15 tree plus the proposed removal of 30 more trees in Glen Canyon.

Sincerely,

Carolyn Blair

Carolyn Blair,
Executive Director

Attached: 2 letters from concerned citizens on the lack of public process on Glen Canyon Conservation Plan.

2310 Powell Street, # 305, San Francisco, CA 94133
carolyn@sftreecouncil.org ~ www.sftreecouncil.org
(415) 982-8793

Dear Mr. Sniffen:

Please distribute my letter to all of the members of NAPCAC and post it to your web site.

Thanks very much,

Sheila Mahoney

Date: October 29, 2003

For the Natural Areas Program Citizen Advisory Committee

I was astonished today to read the latest draft recommending a NAP Review Committee appointed by the rubber stamping Parks Commission. This makes about as much sense as yesterday's quote from George Bush: "As you know, these are open forums, you're able to come and listen to what I have to say." To give Bush his due, a lot of people did vote for him, but it took only a couple of letters to make the Natural Areas Program official.

At your August 28th meeting, I spoke to you about the phony public process at Glen Canyon Park and I appealed to you to design a public process that will give neighbors and park users a say in the future of our neighborhood parks. I urged on-site surveys of real park users.

I told you about inadequate notice of the August 21st Glen Canyon Park community meeting and about a room packed with native plant advocates, only three of whom I'd ever seen in the canyon. I didn't have time to mention what this small but vocal special interest group, so aggressive in their plans to turn our neighborhood park into a native plant reserve, had to say. Here are some highlights:

"We have to stop people from thinking that parks are for people."
"Song birds are at the core of all existence and without them we wouldn't exist."
"People need to be educated."

And perhaps, the most telling, from a RPD staffer:

"We hope to beat NAPCAC to the punch."

You can't be surprised, though, because another NAP staffer said it all when he told you that much of what you were talking about has already been implemented and that RPD has no intention of doing anything you recommend.

I'm also writing to update you on our second community meeting on Oct. 23rd to plan the future of Glen Canyon Park. Once again, neighbors weren't notified. Attendees of the first meeting weren't notified even by email. The same native plant advocates packed the house. RPD staff told us what they want for our park and distributed an "Improvement Plan Scope-Ranking Exercise" form, cleverly designed to give them the answers they want. It's a catch 22 situation. To rank by the least disliked option would only confer validity.

After hearing our local native plant zealot say how beautiful Glen Canyon would be without trees, I raised my hand and said that I agreed with an earlier speaker who treasured the wooded canopy in Glen Canyon. "After all, if I preferred grasslands, I'd just walk up to Bernal Hill rather than getting in my car to drive to Glen Canyon." The RPD moderator retorted dismissively "but there's no creek on Bernal Hill, is there?" A non-sequitur if I've ever heard one, but just another example of how RPD listens.

In an impassioned close to the meeting, that same zealot assured RPD that he wasn't worried about the plan passing the Park Commission, but he was really worried about stuff

happening, you know, stuff like NAPCAC. People start screaming to the Board of Supervisors, 'they're cutting down trees,' and stuff happens."

Excuse me, but we vote for Supervisors to represent us, especially when bureaucratic plans conflict with voters' priorities. As a Citizen's Advisory Committee your mission was to bring some balance to the Natural Areas Program. That's why your report must have a good mechanism to solicit real public input, and I can assure you "community meetings" aren't the way. They will be run by RPD staff with a clear agenda and will be packed with a small, but very vocal, special interest group to hijack the public process.

I know this has been a very difficult project for you because it is so polarizing. Thank you for all your hard work on this very important issue.

Sheila Mahoney

From: Stephen Doliov, Glen Canyon Neighborhood Association
To: NAPWATCH
Sent: Friday, August 22, 2003 10:17 AM
Subject: Need to stay alert

This is just a heads up to those on this list. NAP activists continue to push their agenda and seek ways to disregard public input.

Specifically, there was a meeting regarding Glen Canyon Park Master Planning at the San Francisco Police Academy Thursday, August 21st, 2003 from 6pm to 8pm.

NAP activists, many of whom rarely frequent the Glen Canyon Park stacked the meeting, which was already stacked in favor of NAP things by various RPD officials, including Lisa Wayne.

One of the RPD officials said she "hoped to beat NAPCAC to the punch" with respect to implementing their desires with money from the California Coastal Conservancy.

The ever anti-democratic Lisa Wayne said ultimately bureaucrats such as herself would decide what's good for the park.

The NAPtivists were in fine form, chiming in to general questions about "what do you like about the park?" with "we need to open our mind to the possibilities that the park shouldn't be for people" "people need to realize how much damage they do to the ecosystem" "songbirds are at the core of all existence, and without them,we wouldn't be here" "people need to be educated"

Interestingly enough, people who *actually live* near the Canyon were able to answer with specifics, such as: "we like silver tree day camp," "we like the relatively dense eucalyptus forest," "we like the rec center and it's auditorium," "we like the playground," "we like recreating with our dogs" "we like hiking the steep trails"

When asked the simple and straightforward question of: "Do you believe that eucalyptus trees are weeds?" Lisa Wayne could not get herself to answer with a simple yes/no. She could only get herself to say, "we can have a philosophical conversation after the meeting."

Nothing more belied what an absolutely, disrespectful weasel she is. Of course she believes eucalyptus trees are weeds. She has said so, in public meetings.

My patience with these intransigent bureaucrats at their one dozen zealot followers is running far too short. I believe it is time to get some measures on the ballot that will change, for a long time, how RPD is run.

I believe that we should work to change the city charter to turn the RP Commission seats into elected offices, possibly even turning head of RPD into an elected office.

Perhaps the NAPpies need a taste of their own medicine? Come one, come all to the next Glen Canyon Park Master Planning meeting and chime in with as many vague generalities as you wish.

Thanks,
Steve Doliov

Dear Mr. Sniffen:

Please distribute my letter to all of the members of NAPCAC and post it to your web site.

Thanks very much,

Sheila Mahoney

Date: October 29, 2003
From: Sheila Mahoney

For the Natural Areas Program Citizen Advisory Committee

I was astonished today to read the latest draft recommending a NAP Review Committee appointed by the rubber stamping Parks Commission. This makes about as much sense as yesterday's quote from George Bush: "As you know, these are open forums, you're able to come and listen to what I have to say." To give Bush his due, a lot of people did vote for him, but it took only a couple of letters to make the Natural Areas Program official.

At your August 28th meeting, I spoke to you about the phony public process at Glen Canyon Park and I appealed to you to design a public process that will give neighbors and park users a say in the future of our neighborhood parks. I urged on-site surveys of real park users.

I told you about inadequate notice of the August 21st Glen Canyon Park community meeting and about a room packed with native plant advocates, only three of whom I'd ever seen in the canyon. I didn't have time to mention what this small but vocal special interest group, so aggressive in their plans to turn our neighborhood park into a native plant reserve, had to say. Here are some highlights:

"We have to stop people from thinking that parks are for people."
"Song birds are at the core of all existence and without them we wouldn't exist."
"People need to be educated."

And perhaps, the most telling, from a RPD staffer:

"We hope to beat NAPCAC to the punch."

You can't be surprised, though, because another NAP staffer said it all when he told you that much of what you were talking about has already been implemented and that RPD has no intention of doing anything you recommend.

I'm also writing to update you on our second community meeting on Oct. 23rd to plan the future of Glen Canyon Park. Once again, neighbors weren't notified. Attendees of the first meeting weren't notified even by email. The same native plant advocates packed the house. RPD staff told us what they want for our park and distributed an "Improvement Plan Scope-Ranking Exercise" form, cleverly designed to give them the answers they want. It's a catch 22 situation. To rank by the least disliked option would only confer validity.

After hearing our local native plant zealot say how beautiful Glen Canyon would be without trees, I raised my hand and said that I agreed with an earlier speaker who

treasured the wooded canopy in Glen Canyon. "After all, if I preferred grasslands, I'd just walk up to Bernal Hill rather than getting in my car to drive to Glen Canyon." The RPD moderator retorted dismissively "but there's no creek on Bernal Hill, is there?" A non-sequitur if I've ever heard one, but just another example of how RPD listens.

In an impassioned close to the meeting, that same zealot assured RPD that he wasn't worried about the plan passing the Park Commission, but he was really worried about stuff happening, you know, stuff like NAPCAC. People start screaming to the Board of Supervisors, 'they're cutting down trees,' and stuff happens."

Excuse me, but we vote for Supervisors to represent us, especially when bureaucratic plans conflict with voters' priorities. As a Citizen's Advisory Committee your mission was to bring some balance to the Natural Areas Program. That's why your report must have a good mechanism to solicit real public input, and I can assure you "community meetings" aren't the way. They will be run by RPD staff with a clear agenda and will be packed with a small, but very vocal, special interest group to hijack the public process.

I know this has been a very difficult project for you because it is so polarizing. Thank you for all your hard work on this very important issue.

2004
Urban Forest Council Meeting Schedule

*** Indicates Evening Meeting***

Committee	*Meeting Dates*
Urban Forest Council 2nd Wednesday Even numbered months 5:00 p.m. 2nd Friday Odd numbered months 10:00 a.m. City Hall Room 400	January 9
	February 11**
	March 12
	April 14**
	May 14
	June 9**
	July 9
	August 11**
	September 10
	October 13**
	November 12
	December 10**
Planning and Policy 3rd Thursday Monthly 4:00 p.m. Department of the Environment Ground Floor Conference Room	January 15
	February 19
	March 18
	April 15
	May 20
	June 17
	July 15
	August 19
	September 16
	October 21
	November 18
	December 16
Funding Committee 4th Tuesday Odd numbered months Noon Department of the Environment Ground Floor Conference Room	January 27
	March 22
	May 18
	July 27
	September 21
	November 23

An agenda for the meeting will be provided at least 72 hours prior to the meeting. Please contact the Council Coordinator at 415-355-3764 or the Council Secretary at 415-355-3709 if you would like to receive an agenda and are not on the mailing list.

DATE: January 7, 2004

TO: Parks and Planning Committee
Recreation and Park Commission

THRU: Elizabeth Goldstein, General Manager
Yomi Agunbiade, Capital Program Manager

FROM: Keith Kawamura, Project Director

RE: Glen Canyon Park Habitat and Access Enhancement Grant

Agenda Item Wording:
Discussion and possible action to approve the conceptual renovation plans for the Glen Canyon Park Habitat and Access Enhancement Grant awarded to the Recreation and Park Department by the California Coastal Conservancy.

Background:
Glen Canyon Park is a 66.6 acre park located off of Elk Street and O'Shaughnessy Blvd. and offers a unique rustic habitat for indigenous plants and animals within the city. The city added the canyon to the park system in 1924.

The majority of the canyon, which is a designated Significant Natural Resource Area, is very picturesque and rustic with forested slopes, dramatic rock outcroppings of native chert, wild flowers including numerous endangered species, rolling grasslands and is the source of Islais Creek and its riparian environment flowing down the canyon. Islais is the last remaining above ground creek in the city and around 1930 it was partially enclosed in an underground box toward the south end of the canyon. The canyon has a diverse system of trails connecting different areas of the park which is home to abundant wildlife including owls, hawks, migratory birds, racoons etc.

The canyon has a very diverse group of users including hikers, walkers, day care/camp users, dog owners, environmentalists and schools use the canyon for educational instruction. There are numerous community organizations focused on the park and its uses.

The Islais Creek watershed is threatened by the proliferation of exotic pest plants and excessive erosion into the creek. Fast growing vines such as cape ivy and English ivy have decimated the willow riparian habitat along the creek. Himalayan blackberry growth has eliminated the streamside plant diversity and choked the open pool habitats that are critical to the survival of the San Francisco forktail damselfly.

McLaren Lodge, Golden Gate Park
501 Stanyan Street
San Francisco, CA 94117-1898
FAX: (415) 666-7130
Phone: (415) 831-2700

Chemicals in the leaves and stems of the Tasmanian blue gum that border and encroach the creek preclude understory plant growth and contribute to sedimentation in the creek. Excessive human use in the upland grass watershed contribute to erosion and sedimentation into the creek and the bay's estuary.

In June 2001, the California State Coastal Conservancy authorized a $250,000 Habitat and Access Enhancement grant to the San Francisco Recreation and Park Department to implement habitat restoration and public improvements. This work includes restoring native riparian and upland plant habitats, address erosion control needs at Islais Creek and along trails, improve water quality in Islais Creek, rehabilitate public trails for improved access and provide interpretive and directional signage.

The proposed scope of work includes:

- **Habitat Restoration:** The department's Natural Areas Program will work with restoration crews from local youth groups and work organizations to remove selected infestations of exotic weeds/plants such as cape ivy and broom from within Islais Creek and from the surrounding upland areas of the watershed. Diverse riparian and upland native plantings will be reestablished
- **Creek Erosion Control:** the most serious erosion area along the Islais Creek bank will be stabilized with a long term secure, cost effective and environmentally/visually sensitive solution such as planted gabions or rip rap. Upland erosion along the trail system will be addressed based on a priority of need and possible long term damage. Solutions could include the implementation of water bars, shoulder reinforcement and rerouting or closing of specific trails.
- **Trails Rehabilitation/ Erosion Control**
 The system of trails will be rehabilitated based on priorities developed in the trail assessment. Sections of the primary trails with the highest erosion, degradation to flora and sensitive areas will be addressed first. Redundant trails and trails in highly loose soil may be redirected or closed. This work will be accomplished with a combination of RPD crews, volunteers and contracted work crews such as the SFCC.
- **Signage**
 Directional and interpretive signage have been developed for the canyon. These signs will be fabricated and installed so that the interpretive trails are linked to the nearby Bay Ridge Trail.

Public Process:

Over the past few months, the department has convened two (2) public community meetings with the support of architects and landscape architects from DPW/BOE.

During the first meeting on August 21, 2003 the community provided responses to what they liked, how they used the park and what improvements were needed. A questionnaire was distributed and provided additional input. At the second community meeting on October 23, we presented the proposed conceptual program and design which received almost unanimous support from the community. Results of the questionnaires and meeting notes were also posted on our Web site.

The Board of Supervisors, on March 1, 2002, authorized the acceptance and expenditure of the grant funding for design and services up to but not including construction. Per the resolution and upon receipt of the RPD Commission's approval, we will present our proposed conceptual plan to the Board's Neighborhood Services and Parks Committee for its approval to expend grant funds for construction, change in use or tree or foliage removal.

Cost and Source of Funding:

Cost: $1,002,980

Source: Califomia Coastal Conservancy Grant: $250,000
Open Space Fund
Neighborhood Park Bond

Schedule:

August 21, '03	1st Community Meeting
October 23, '03	2nd community Meeting
Jan. 7, '04	Parks and Planning Committee
Jan 15, '04	Full Recreation and Park Commission
Feb '04	Board of Supervisors Neighborhood Services and Parks Committee presentation
Feb – August '04	Construction Documents for creek erosion stabilization
August – Dec '04	Advertise, Bid,Award creek erosion stabilization
March-June'05	Construction –creek erosion stabilization
Feb '04-June '05	Creek and upland habitat restoration, trail erosion work, signage
June 15, 2005	Complete Work

Environmental Review:

The Department is presently seeking exemption under CEQA State Guidelines Section 15301, Class 1(d) from the Planning Department's Office of Environmental Review as well as a California Fish and Game Stream Bed Alteration Agreement; and Consultation with the Army Corps of Engineers per Section 404 of the Clean Water Act.

Capital Project Year: (District 8)
The Glen Canyon Grant Work is commencing in the third year of the capital plan.

Support:
- General Community Support
- Recreation and Park Staff
- Grant received formal support from State Senator Jackie Speier

Opposition:
None known.

Recommendation:
Approve the conceptual renovation plans for the Glen Canyon Park Habitat and Access Enhancement Grant awarded to the Recreation and Park Department by the Califomia Coastal Conservancy.

People to Notify:
Glen Canyon Park Mailing List
Califomia Coastal Conservancy

GCgrantcommagenda.doc

Glen Canyon Park
CCC Grant Scope Conceptual Budget
January 7, 2004

Task	Planning	DD/CD/BID	Construction	Total
BOE	75,000	35,000	17,000	$127,000.00
BOE Contract Administration		4,400		$4,400.00
BCM			40,000	$40,000.00
Consultants		58,900		$58,900.00
Tree Removal		16,000		$16,000.00
Creek Eroision Construction			250,000	$250,000.00
Creet Erosion Construction (10% Contingency)			25,000	$25,000.00
Permits			1,000	$1,000.00
Contract Prep		2,000		$2,000.00
ADA	500	500	500	$1,500.00
Reproduction		2,000		$2,000.00
Habitat Restoration-NAP	4,000	180,000		$184,000.00
Trail Restoration -NAP	3,000	63,000		$66,000.00
RPD Planning	35,000	10,000	7,000	$52,000.00
Survey	37,000			$37,000.00
Signage		5,000	15,000	$20,000.00
Client Contingency				$25,000.00
			Subtotal	$911,800.00
			10% Contingency	$91,180.00
			Total	$1,002,980.00

Coastal
Conservancy

August 14, 2001

Lisa Wayne, Natural Areas Director
San Francisco Recreation and Park Department
McLaren Lodge
501 Stanyan Street
San Francisco, CA 94117-1898

Subject: Glen Canyon Park Habitat and Access Enhancement Grant

Dear Ms. Wayne;

At its June 25, 2001 meeting, the California State Coastal Conservancy authorized a $250,000 grant to the San Francisco Recreation and Park Department. This grant will enable the Department to undertake habitat restoration and public access improvements in Glen Canyon Park.

The Conservancy is delighted to be partnering with the City of San Francisco to restore native riparian and upland plants, control erosion and improve water quality in Islais Creek, and rehabilitate public trails and add interpretive and directional signs within Glen Canyon, a designated Significant Natural Resource Area in San Francisco. Recreation and Park staff will conduct this project with community volunteers and local youth employment and welfare to work programs.

This project came to the Conservancy's attention through our 2000 solicitation of grant proposals for San Francisco Bay Area Program funding. The Glen Canyon Park project was ranked as a Tier 1 High Priority. After a grant agreement is signed by authorized representatives of the City and the Conservancy, we will be enthusiastic to see this project get underway.

The Recreation and Park Department is fortunate to have staff as dedicated as you. It has been a pleasure to work with you and I am looking forward to seeing positive benefits in Glen Canyon.

Sincerely,

Amy Hutzel
Project Manager

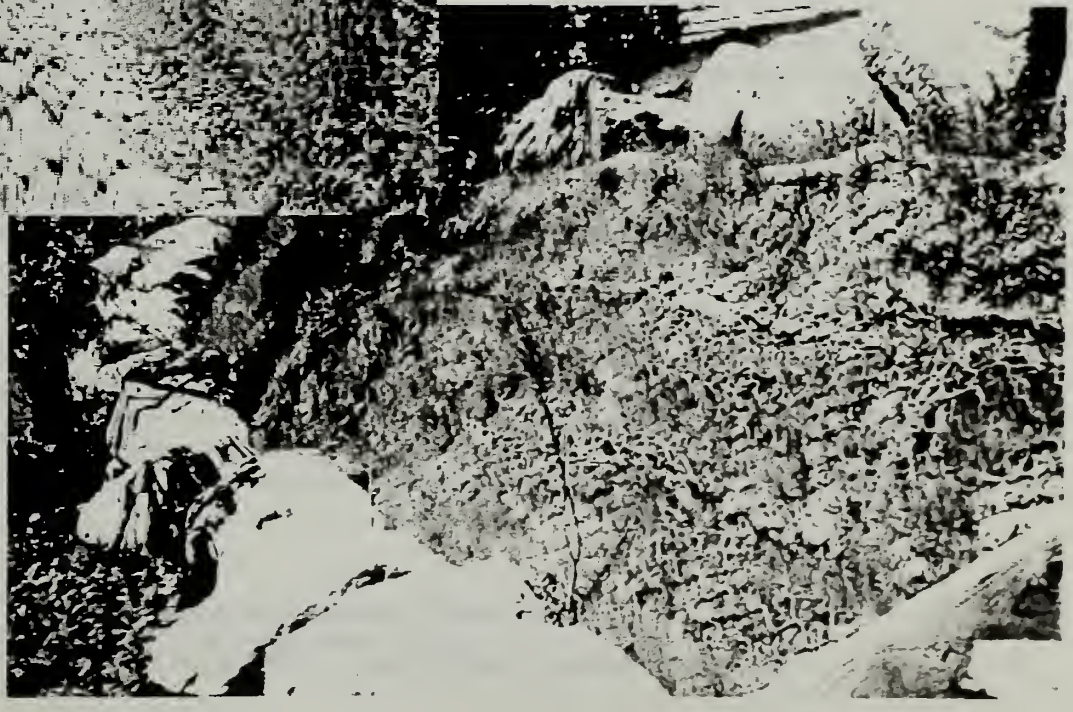
1330 Broadway, 11*th* Floor
Oakland, California 94612-2530
510·286·1015 *Fax:* 510·286·0470

Proposed Grant Work

Creek Bank Stabilization



Planted Rip Rap or Gabions



SF Environment

GAVIN NEWSOM, MAYOR
JARED BLUMENFELD, DIRECTOR

CITY AND COUNTY OF SAN FRANCISCO
DEPARTMENT OF THE ENVIRONMENT
URBAN FOREST COUNCIL

Approved MINUTES

Wednesday, February 11, 2004
5:30 p.m.
City Hall, Room 400
1 Carlton B. Goodlett Place
San Francisco, CA 94102

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1. Call to Order: The meeting was called to order at 5:40 p.m.

2. Roll Call: Carolyn Blair, Juan Carrasco, Kelly Cornell, Dr. Larry Costello, Bonnie Fisher, Steve Griswold, Jane Herman, Terry Milne, Dhaya Lakshminarayanan, Milton Marks, III, An Marie Rodgers, Michael J. Sullivan and Francesca Vietor were present.
 - The agenda was heard out of the posted order.

3. **ACTION**: Upon motion by Member Sullivan, the minutes of the January 9, 2003 Urban Forest Council Meeting were unanimously adopted.

4. **PUBLIC COMMENT**: There were no comments from the public at time.

5. **INFORMATION:** Mr. Harte provided updates on UFC administrative and programmatic operations relating to research, funding, outreach, contacts, communications, and other Council related activities. He will bring the proposed budget to the Council at next month's meeting. Mr. Harte will forward the Council copies of the amended 2004-SF Environment Strategic Plan.

6. **COMMITTEE REPORTS:**
 - Planning & Policy Committee: Alexis Harte gave updates on the January 2004 meeting. The committee has been working on developing a scope and goals for the Plan. The next meeting will be on Thursday February 19, 2004 at 4:00 PM at 11 Grove Street.
 - Funding Committee Milton Marks gave updates on the January 2004 meeting. It is hoped that the budget for the Council will be increased from 95K to 150K: all of which will derive from other City departments. Currently four (4) City departments contribute to the Council's budget. It is expected that full support will continue from these and that two (2) additional departments will also contribute for the 04-05 Fiscal Year. The next meeting will be on Tuesday, March 23, 2004 at 12:00 PM at 11 Grove Street.

7. **PRESENTATION:** Dan McKenna, District Supervisor, Lisa Wayne, Natural Areas Supervisor and Keith Kawamura, Project Director both of the Recreation and Park Department presented the details of the proposed Glen Canyon Creek Restoration Capital Project. The salient issue is the possible removal of approximately 25 trees. The purpose of removing the trees is to restore Islais Creek. The proposed plan includes replacement planting of the removed trees as wells as appropriate planting of the embankment the creek.

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Mary McAllister of the Natural Areas Program Citizen Advisory Committee PROSAC (for identification purposes) presented an alternative view of the proposal. She spoke against various components of the plan, noting that the Recreation and Park Commission had not yet adopted the Plan. As well, she noted that their had not been what she felt was adequate public input into planning process and questioned the data collection techniques implemented by Recreation and Parks in developing the Plan.

- Public Comment:
 1. Nancy Wuerfel, and Bill Carlin, spoke against the proposed Glen Canyon Creek Restoration Capital Project
 2. Richard Craig, J. Sigg, Steve Cockerell and Chris Buck of Friends of the urban Forest Council spoke in support of the proposed Glen Canyon Creek Restoration Capital Project.

8. **INFORMATION**: Member An Marie Rodgers provided an update on the Planning Department's involvement with writing the Comprehensive Urban Forest Management Plan. Ms. Rodgers introduced Rodrigo Orduña, UC Berkeley Masters candidate, who will be researching street design issues.

9. **DISCUSSION:** Council Coordinator Alexis Harte lead a discussion on plans for collecting the ecological, social, and organizational data upon which to base the Plan. The focus of his discussion was on the process for defining and pursuing necessary data to develop the Comprehensive Urban Forest Management Plan. Mr. Harte informed the Council that he was in the process of bringing on volunteers to help with the Plan development activities. Specifically the interns will be conducting research and data collection. There was a discussion on establishing the ad-hoc Outreach Committee. As well, Mr. Harte worked with Member Lakshminarayanan to draft a letter to the Mayor thanking him for keeping urban forest issues at the forefront of his agenda.

10. **DISCUSSION**: The Urban Forest Council discussed plans for an all-day retreat, during which the policy section of the Plan would be drafted. This retreat will comply with all CCSF Sunshine provisions and will be open to the public. The date and the format of the retreat will be announced.

11. **Chair's Announcements:** Francesca Vietor, Chair, Urban Forest Council
 - The Chair called for those interested in working on the ad-hoc Outreach Committee to please contact either her or the Council Coordinator.

12. **INFORMATION:** New Business
 - Opportunities for students and school aged youth to participate in the Council's activities, specifically by working or helping to gather data for the Urban Forest Plan.

13. **INFORMATION:** Council Member Topic Ideas
 - Process for amending the Planning Code

14. **Public Comment:** There were no comments from the public at this time.

15. **Adjournment:** The meeting was adjourned at 8:10 p.m.

Respectfully Submitted,

Emily D. Rogers

SF Environment

GAVIN NEWSOM, MAYOR
JARED BLUMENFELD, DIRECTOR

CITY AND COUNTY OF SAN FRANCISCO
DEPARTMENT OF THE ENVIRONMENT
URBAN FOREST COUNCIL

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Agenda

Notice of Cancellation

Friday, March 12, 2004
10:00 a.m.
City Hall, Room 400
1 Carlton B. Goodlett Place
San Francisco, CA 94102

The Friday, March 12, 2004 at 10:00 a.m. regularly scheduled meeting of the Urban Forest Council is cancelled due to lack of quorum. The next regular meeting of the Council is scheduled for Wednesday, April 14, 2004 at 5:30 p.m. in City Hall Room 400. An Agenda will be prepared and distributed 72 hours prior to the meeting. If you have any questions please contact the Commission Secretary at (415) 355-3709. Please accept our apologies for the inconvenience. Thank you.

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Telephone (415) 355-3709 Fax 554-6393 E-mail: SFUrbanForestCouncil@sfgov.org

SF Environment

GAVIN NEWSOM, MAYOR
JARED BLUMENFELD, DIRECTOR

CITY AND COUNTY OF SAN FRANCISCO
DEPARTMENT OF THE ENVIRONMENT

URBAN FOREST COUNCIL

Notice and Agenda

Wednesday, April 14, 2004
5:30 p.m.
City Hall, Room 400
1 Carlton B. Goodlett Place
San Francisco, CA 94102

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Francesca Vietor
President

Milton Marks III
Vice President

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1/04

Carolyn Blair
Juan Carrasco
Dr. Larry Costello
Bonnie Fisher

Steve Griswold
Terry Milne
Dhaya Lakshminarayanan
Michael J. Sullivan

Jose Campos
SF Redevelopment Agency

Jane Herman
SF Public Utilities Commission

Kelly Cornell
SF Recreation & Parks Department

An Marie Rodgers
SF Planning Department

Paul Sacamano
SF Department of Public Works

Alexis Harte
Urban Forest Coordinator

Emily D. Rogers
Council Secretary

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Public comment will be taken before the Council takes action on any item.

1. Call to Order

2. Roll Call

3. **ACTION**: Adoption of minutes of the February 11, 2004 Urban Forest Council Meeting. (Explanatory Document: Minutes of the February 11, 2004 Urban Forest Council meeting.)*

4. **PUBLIC COMMENT**: Members of the public may address the Council on matters that are within the Council's jurisdiction and are not on today's agenda.

5. **PRESENTATION**: The Role of Social Assessments in Urban Forest Planning. Dr. Paul Gobster. USDA Forest Service. Dr. Gobster will present an overview of social assessments in informing urban forest plans. (Explanatory Document: How Urban Residents Rate and Rank the Benefits and Problems Associated with Trees in Cities. Lohr et al, 2004. Journal of Arboriculture 30 (1): January 2004)

6. **INFORMATION:** Urban Forest Coordinator Report Alexis Harte, Urban Forest Coordinator. Mr. Harte will provide updates on UFC administrative and programmatic operations relating to research, funding, outreach, contacts, communications, and other related activities.

7. **ACTION:** Consideration of Resolution 001-04-UFC Landmark Tree Ordinance (Explanatory Document: 001-04-UFC Landmark Tree Ordinance)
 - Resolution recommending that the Mayor and Board of Supervisors direct the Department of Environment and Urban Forest Council to draft a Landmark Tree Preservation Ordinance for consideration by San Francisco's Board of Supervisors.

 Sponsored by Chair, Francesca Vietor
 Staff: Alexis Harte

8. **DISCUSSION**: Urban Forest Council Planning Retreat: Nia Crowder, President, SF Environment Commission. The Urban Forest Council will discuss the draft agenda and logistics for a Strategic Planning retreat on May 14th, 2004. This retreat will comply with all CCSF Sunshine provisions and will be open to the public. (Explanatory Document: May 14th, 2004 Urban Forest Council Strategic Planning Retreat Draft Agenda

9. **INFORMATION:** Organizational Capacity Questionnaire for Urban Forest Council Members: Francesca Vietor. Chair Vietor will distribute questionnaire to the Council and request that members complete and submit it by the May14th, 2004 Strategic Planning Retreat (Explanatory Document: Urban Forest Council Organizational Capacity Questionnaire)

10. **COMMITTEE REPORTS:**

 - Funding Committee
 Acting Chair, Milton Marks
 Updates on the January, 2004 meeting. The next meeting will be on Tuesday, May 25, 2004 at 12:00 PM at 11 Grove Street.

 - Planning & Policy Committee
 Chair, Paul Sacamano

Updates on the January, 2004 meeting. The next meeting will be on Thursday April 15th, 2004 at 4:00 PM at 11 Grove Street

11. Chair's Announcements: Francesca Vietor, Chair, Urban Forest Council

12. **ACTION**: Nominations for Urban Forest Council Chair and Vice Chair

13. **INFORMATION:** New Business

14. **INFORMATION:** Council Member Topic Ideas

15. Public Comment

16. Adjournment

Disability Access

The Urban Forest Council meeting will be held in Room 400, City Hall, 1 Dr. Carlton B. Goodlett Place, San Francisco, CA. The Commission meeting room is wheelchair accessible. The closest accessible BART station is the Civic Center Station at United Nations Plaza and Market Street. Accessible MUNI lines serving this location are: #42 Downtown Loop, and #71 Haight/Noriega and the F Line to Market and Van Ness and the

Metro Stations at Van Ness and Market and at Civic Center. For information about MUNI accessible services call (415) 923-6142. There is accessible curbside parking adjacent to City Hall on Grove Street and Van Ness Avenue and in the vicinity of the Veterans Building at 401 Van Ness Avenue adjacent to Davies Hall and the War Memorial Complex.

The following services are available on request 48 hours prior to the meeting; except for Monday meetings, for which the deadline shall be 4:00 p.m. of the last business day of the preceding week: For American sign language interpreters or the use of a reader during a meeting, a sound enhancement system, and/or alternative formats of the agenda and minutes, please contact Emily Rogers at (415) 355-3709 to make arrangements for the accommodation. Late requests will be honored, if possible.

In order to assist the City's efforts to accommodate persons with severe allergies, environmental illnesses, multiple chemical sensitivity or related disabilities, attendees at public meetings are reminded that other attendees may be sensitive to various chemical based products. Please help the City accommodate these individuals. Individuals with chemical sensitivity or related disabilities should call the Mayor's Office on Disability accessibility hotline at (415) 554-6060.

Know your rights under the Sunshine Ordinance
(Chapter 67 of the San Francisco Administrative Code)

Government's duty is to serve the public, reaching its decisions in full view of the public. Commissions, boards, councils, and other agencies of the City and County exist to conduct the people's business. This ordinance assures that deliberations are conducted before the people and that City operations are open to the people's review. For more information on your rights under the Sunshine Ordinance or to report a violation of the ordinance, contact the Sunshine Ordinance Task Force, Donna Hall, Clerk, City Hall, Room 409, 1 Dr. Carlton B. Goodlett Place, San Francisco, CA 94102-4683 at Phone No.: (415) 554-7724; Fax No.: (415) 554-7854; E-mail: Donna.Hall@sfgov.org. Copies of the Sunshine Ordinance can be obtained from the Clerk of the Sunshine Task Force, the San Francisco Public Library and on the City's website at www.sfgov.org.

The ringing of and use of cell phones, pagers and similar sound-producing electronic devices are prohibited at this meeting. Please be advised that the Chair may order the removal from the meeting room of any person(s) responsible for the ringing or use of a cell phone, pager, or other similar sound-producing electronic devices.

Lobbyist Registration and Reporting Requirements

Individuals and entities that influence or attempt to influence local legislative or administrative action may be required by the San Francisco Lobbyist Ordinance [SF Campaign & Governmental Conduct Code §2.100, et. seq] to register and report lobbying activity. For more information about the Lobbyist Ordinance, please contact the Ethics Commission at: 30 Van Ness Avenue, Suite 3900, San Francisco, CA 94102; telephone (415) 581-2300, fax (415) 581-2317; web site at www.sfgov.org/ethics.

* Copies of explanatory documents are available to the public at Department of Environment, 11 Grove Street, San Francisco, California between the hours of 9 a.m. and 5 p.m., or when possible, on the

Department of Environment's webpage: www.sfgov.org/sfenvironment/; or, upon request to the Council Secretary, at the above address or telephone number 415-355-3709, or via e-mail at **emily.rogers@Sfgov.org** within three business days of a meeting.

When bringing handouts to meetings, please photocopy on both sides of the paper and try to use post-consumer recycled or tree-free paper. Also, please bring sufficient copies of handouts for both the Commission and the public.

Urban Forest Council
San Francisco Department of the Environment
City and County of San Francisco,
11 Grove Street
San Francisco, CA 94102

SF Environment

GAVIN NEWSOM, MAYOR
JARED BLUMENFELD, DIRECTOR

CITY AND COUNTY OF SAN FRANCISCO
DEPARTMENT OF THE ENVIRONMENT
URBAN FOREST COUNCIL

Approved Minutes

Wednesday, April 14, 2004
5:30 p.m.
City Hall, Room 400
1 Carlton B. Goodlett Place
San Francisco, CA 94102

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Order of Business*

The agenda was heard out of the published order.

1. Call to Order: The meeting was called to order at 5:34 p.m.

2. Roll Call: Council Members Carolyn Blair, Jose Campos, Juan Carrasco, Bonnie Fisher, Jane Herman, Steve Griswold, Milton Marks III, Terry Milne, An Marie Rodgers, Michael J. Sullivan and Francesca Vietor were present.

3. **ACTION**: Upon motion by Member Milne and second by Member Sullivan the minutes of the February 11, 2004 Urban Forest Council Meeting were unanimously adopted as corrected. The minutes were amended to note Member Griswold was present, Council Coordinator Alexis Harte gave the updates for the Planning Policy Committee and Steve Cockrell spoke in favor of the proposed Glen Canyon Creek Restoration Capital Project.

4. **PUBLIC COMMENT**:
 - May McAllister gave updates on the already and planned removal of trees she believes to be healthy at Stern Grove.
 - Carolyn Blair gave updates on the status of the proposed Glen Canyon Creek Restoration Capital Project.

5. **PRESENTATION**: Dr. Paul Gobster. USDA Forest Service discussed the role of social assessments in urban forest planning. As well, Dr. Gobster presented an overview of social assessments as a tool for informing urban forest plans. He defined social assessments as a methodology for obtaining input from stakeholders regarding uses, perception, and preferences. Discussions ensued. The Council engaged Dr. Gobster with questions and comments about the nuances of the survey process, inquiring for example: How will individual perceptions be accounted for? How will the survey be tailored to be San Francisco specific? And noted that survey is an opportunity to both exchange information with and educate the public. The survey will also be available on the Council's website.

6. **INFORMATION:** Urban Forest Coordinator Report

- Mr. Harte provided updates on UFC administrative and programmatic operations relating to research, funding, outreach, contacts, communications, and other related activities.

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- **ACTION:** Upon motion by Member Rodgers, and second by Member Milne Resolution 001-04-UFC Landmark Tree Ordinance a resolution recommending that the Mayor and Board of Supervisors direct the Department of Environment and Urban Forest Council to draft a Landmark Tree Preservation Ordinance for consideration by San Francisco's Board of Supervisors, was unanimously adopted as amended.
 - Council Member Sullivan left the meeting early and therefore did not vote on this item.

- Public Comment
 - Chris Buck of Friends of the Urban Forest spoke in favor of the resolution. He noted that he looks forward to working with the Council.
 - Richard Ingram of the Fairmont Heights Neighborhood Association also spoke in favor of the resolution, underscoring the importance of identifying funding for landmark tree maintenance.

7. **DISCUSSION**: The Urban Forest Council briefly discussed the draft agenda and logistics for the Strategic Planning retreat on May 14, 2004. The meeting will be held and the Golden Gate National Recreation Area. Commission on the Environment President, Nia Crowder will facilitate the meeting.

8. **INFORMATION:** Chair Vietor distributed the *Organizational Capacity Questionnaire* to the Council and requested that members complete and submit them to Mr. Harte prior to the by the May 14, 2004 Strategic Planning Retreat.

9. **COMMITTEE REPORTS:**
 - Funding Committee: Mr. Harte briefly highlighted the January, 2004 meeting. The next meeting will be on Tuesday, May 25, 2004 at 12:00 PM at 11 Grove Street.

 - Planning & Policy Committee: Mr. Harte briefly highlighted the January 15, 2004 meeting. The next meeting will be on Thursday April 15, 2004 at 4:00 PM at 11 Grove Street.

10. **Chair's Announcements:** Francesca Vietor, Chair, noted that she would be working with Mr. Harte on Committee structure.

11. **ACTION**: Nominations for Urban Forest Council Chair and Vice Chair
- Member Blair nominated Member Vietor to serve as Chair.
- Member Milne nominated Member Marks to serve as Vice Chair.
- Member Blair nominated Member Sacamano to serve as Vice Chair.

- Election of officers will be conducted at the next Full Council meeting.

12. **INFORMATION:** New Business
- No new business was introduced at this time.

13. **INFORMATION:** Council Member Topic Ideas

14. Public Comment:
 - The Board of Supervisors Finance Committee will be considering raising illegal parking fees for cars that damage trees at their April 24, 2004 meeting.
 - Chris Buck stated that Friends of the Urban Forest ("FUF") could assist the Council with outreach.
 - Mr. Buck also announced that FUF would be conducting the certified arborist test in November. Study workshops are being planned.

15. Adjournment: The meeting was adjourned at 7:35 p.m.

Respectfully Submitted,

Emily Rogers
Council Secretary

Urban Forest Council
San Francisco Department of the Environment
City and County of San Francisco,
11 Grove Street
San Francisco, CA 94102

SF Environment

GAVIN NEWSOM, MAYOR
JARED BLUMENFELD, DIRECTOR

CITY AND COUNTY OF SAN FRANCISCO
San Francisco's Urban Forest Council

Agenda

Special Meeting Notice

This is a special meeting because it is not on its regular meeting day and time, nor is it at its regular meeting location.

Annual Strategic Planning Retreat

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Friday, May 14, 2004
9:00 a.m. – 1:00 p.m.

Golden Gate National Recreation Area
Fort Mason Building 201
@ Bay and Franklin
San Francisco, CA

This meeting is the Council's Annual Strategic Planning Retreat. An agenda for the meeting will be provided 72 hours prior to the meeting. Please contact the Department of the Environment if you would like to receive an agenda and are not on the mailing list.

For information, contact the Council Coordinator at
11 Grove Street, San Francisco, California 94102
www.sfenvironment.com
Telephone: (415) 355-3764 Fax: 554-6393 E-mail: alexis.harte@sfgov.org

SF Environment

GAVIN NEWSOM, MAYOR
JARED BLUMENFELD, DIRECTOR

CITY AND COUNTY OF SAN FRANCISCO
DEPARTMENT OF THE ENVIRONMENT
URBAN FOREST COUNCIL

Special Meeting Notice and Agenda

This is a special meeting because it is not on its regular meeting day nor is it at its regular meeting time or location.

Annual Strategic Planning Retreat

Friday, May 14, 2004
9:00 a.m. – 1:00 p.m.
Golden Gate National Recreation Area
Fort Mason
Building 201, First Floor Conference Room
@ Franklin and Bay
San Francisco, CA 94123

Francesca Vietor
President

Milton Marks III
Vice President

Carolyn Blair
Juan Carrasco
Dr. Larry Costello
Bonnie Fisher

Steve Griswold
Terry Milne
Dhaya Lakshminarayanan
Michael J. Sullivan

Jose Campos
SF Redevelopment Agency

Jane Herman
SF Public Utilities Commission

Kelly Cornell
SF Recreation & Parks Department

An Marie Rodgers
SF Planning Department

Paul Sacamano
SF Department of Public Works

Alexis Harte
Urban Forest Coordinator

Emily D. Rogers
Council Secretary

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www.sfenvironment.com
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Public comment will be taken before the Council takes action on any item.

1. **Call to Order**

2. **Roll Call**

3. **ACTION**: Adoption of minutes of the April 14, 2004 Urban Forest Council Meeting. (Explanatory Document: Minutes of the April 14, 2004 Urban Forest Council meeting.)*

4. **PUBLIC COMMENT**: Members of the public may address the Council on matters that are within the Council's jurisdiction and are not on today's agenda.

5. **PRESENTATION: Opening Remarks.** Nia Crowder- President, Commission on the Environment. Ms. Crowder will present the goals, ground rules, and desired outcomes for today's retreat.

6. **INFORMATION: UFC Council Member Introductions**

7. **DISCUSSION: The Role of the Council: A Review**
 This item is intended to be roundtable discussion of the Council's role in the following areas: Regulatory/Policy, Governance, Funding (1-5 year plan), Education, Outreach

8. **DISCUSSION: Identifying Key Issues/Concerns**
 This item is intended to be roundtable discussion of the key issues and concern facing the Urban Forest Council (e.g. Lack of funds for programs, limited public participation, how to handle hot issues, etc)

9. **DISCUSSION: Council Priorities 2004**
 This item is intended to be roundtable discussion of the Council's 2004 Priorities:

 a) The Urban Forest Plan-Process and Schedule for Completion
 Purpose of the Plan
 Team Assignments
 3-5 member teams
 Projected draft completion: September 2004
 Public comment period on draft: October 2004
 Projected final document: December 2004

 b) Other Priorities

10. **DISCUSSION; Action Plan & Next Steps**
 This item is intended to be roundtable discussion of the Council's needed actions and next steps:
 a) Committee Composition
 Planning & Policy-Purpose
 Funding Committee
 b) Council Member Assignments
 c) Planning for 2005- Next Retreat

11. ACTION: Election of Officers

- Vote for Chair
 - Nominees: Francesca Vietor

- Vote for Vice-Chair
 - Nominees: Milton Marks, III and Paul Sacamano

12. Public Comment

13. Adjournment

Disability Access

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Metro Stations at Van Ness and Market and at Civic Center. For information about MUNI accessible services call (415) 923-6142. There is accessible curbside parking adjacent to City Hall on Grove Street and Van Ness Avenue and in the vicinity of the Veterans Building at 401 Van Ness Avenue adjacent to Davies Hall and the War Memorial Complex.

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Urban Forest Council
San Francisco Department of the Environment
City and County of San Francisco,
11 Grove Street
San Francisco, CA 94102

SF Environment

GAVIN NEWSOM, MAYOR
JARED BLUMENFELD, DIRECTOR

CITY AND COUNTY OF SAN FRANCISCO
DEPARTMENT OF THE ENVIRONMENT
URBAN FOREST COUNCIL

Minutes

This was a special meeting because it was not at its regular meeting time and location.

Annual Strategic Planning Retreat

Friday, May 14, 2004

9:00 a.m. – 1:00 p.m.

Golden Gate National Recreation Area
Fort Mason
Building 201, First Floor Conference Room
@ Franklin and Bay
San Francisco, CA 94123

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1. **Call to Order:** The meeting was called to order at 9:15 a.m.

2. **Roll Call**

- Carolyn Blair, Jose Campos, Juan Carrasco, Kelly Cornell, Dr. Larry Costello, Bonnie Fisher, Steve Griswold, Dhaya Lakshminarayanan, Milton Marks III, Terry Milne, Paul Sacamano, Michael J. Sullivan, and Francesca Vietor were present.

- Staff: Alexis Hart, Urban Forest Coordinator; Emily D. Rogers, Council Secretary; and Rona Sandler, Deputy City Attorney were also present from SF Environment.

3. **ACTION**: Upon motion by Member Marks and second by Member Sullivan the minutes of the April 14, 2004 Urban Forest Council Meeting were unanimously adopted.

4. **PUBLIC COMMENT**: There were no comments from the public at this time.

5. **PRESENTATION:** Nia Crowder- President, Commission on the Environment gave opening remarks including a review of the UFC's the meeting format, ground rules and goals for the day.

6. **INFORMATION:** Members of the Council introduced themselves, as did members of the public who were present.

7. **DISCUSSION: The Role of the Council: A Review**
The Council engaged in a discussion of the Council's role in the following areas:

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Regulatory/Policy, Governance, Funding (1-5 year plan), Education, and Outreach.

8. DISCUSSION: Identifying Key Issues/Concerns

The previous discussion broadened to include discussions of key issues and concerns facing the Urban Forest Council. Discussions focused on program funding, outreach, and strategies for addressing immediate community concerns regarding urban forest issues. The Funding Committee meeting will be a meeting of the whole. The purpose of this meeting will be to consider language for a public relations piece and a letter to the Mayor and the Board of Supervisors indicating the critical need not only to maintain, but also to increase urban forest funding. The Council will now begin developing an outreach and education program.

Public Comment: Members of the public joined in the discussion with following comments:

- The public relations on the urban forest activities should include photos of doing things to get funding.
- Expressing concern about the retreat format and discussion focus.
- The Council's focus should to be on the Plan.
- There was a suggestion, that the Plan has two foci: strategic and tactical, which are equally important to ensure that the plan is viable.

9. DISCUSSION: Council Priorities 2004

The Council engaged in a discussion to determine its priority activities for the remaining calendar year 2004. Specifically, the Council focused on the Urban Forest Plan-process and schedule for completion. Council Coordinator Harte and Member Fisher reviewed draft outline of the Plan developed by the Planning and Policy Committee. Each Council-member committed to developing text for the various sections of the plan. The schedule for completing the Urban Forest Plan is as follows:

- Projected draft completion: September 2004
- Public comment period on draft: October 2004
- Projected final document: December 2004

Other priority areas identified addressed the need to formally establish an outreach and public education committee.

10. DISCUSSION: Action Plan & Next Steps

- The Council briefly discussed the composition and focus of the Planning and Policy Committee and the Funding Committee. At this time membership to Committees will remain the same. Planning for the 2005 Council retreat will be discussed at a later date.
- **The following chart outlines actions/activities, individuals responsible and deadlines for completion identified today:**

ACTIVITY	RESONSIBLE	DEADLINE
Draft letter of support	Paul Dhaya Milton	May 25th Funding Committee.
Broadcast letter to public regarding Budget	FUF NDC	Upon approval
Lobby BOS / District Meetings	UFC Members	On-going

Develop city-wide budget including benefits	Funding Committee	ASAP
Op-Ed piece	Paul Dhaya Milton	May 25th
Funding timeline and plan	Funding Committee	ASAP

11. **ACTION: Election of Officers**
 - ► Vote for Chair
 - o Nominees: Francesca Vietor was unanimously elected to serve as Chair of the Council for 2004-2005.
 - ► Vote for Vice-Chair
 - o Nominees: Milton Marks III was unanimously elected to serve as Vice-Chair of the Council for 2004-2005.

12. **Public Comment: There were no comments from the public at this time.**

13. **Adjournment:** The meeting was adjourned at 2:00 p.m.

Respectfully Submitted,

Emily Rogers, Council Secretary

SF Environment

GAVIN NEWSOM, MAYOR
JARED BLUMENFELD, DIRECTOR

CITY AND COUNTY OF SAN FRANCISCO
DEPARTMENT OF THE ENVIRONMENT
URBAN FOREST COUNCIL

Notice and Agenda

Wednesday, June 9, 2004
5:30 p.m.
City Hall, Room 400
1 Carlton B. Goodlett Place
San Francisco, CA 94102

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Francesca Vietor
President

Milton Marks III
Vice President

Carolyn Blair
Juan Carrasco
Dr. Larry Costello
Bonnie Fisher

Steve Griswold
Terry Milne
Dhaya Lakshminarayanan
Michael J. Sullivan

Jose Campos
SF Redevelopment Agency

Jane Herman
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Kelly Cornell
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An Marie Rodgers
SF Planning Department

Paul Sacamano
SF Department of Public Works

Alexis Harte
Urban Forest Coordinator

Emily D. Rogers
Council Secretary

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Public comment will be taken before the Council takes action on any item.

1. Call to Order

2. Roll Call

3. **ACTION**: Adoption of minutes of the May 14, 2004 Urban Forest Council Planning Retreat. (Explanatory Document: Minutes of the May 14, 2004 Urban Forest Council Planning Retreat.)*

4. **PUBLIC COMMENT**: Members of the public may address the Council on matters that are within the Council's jurisdiction and are not on today's agenda.

5. **PRESENTATION**: Under-grounding of Utilities and the Impacts on Future Street Tree Planting Opportunities. Tony Wolcott, DPW Urban Forester; Lynn Fong, DPW Under-grounding Program Staff; Larry NG, Pacific Gas & Electric. This item is intended as a presentation followed by Council discussion on the impacts of utility under-grounding on the City's Trees.

6. **PRESENTATION**: Strengthening San Francisco's Tree Preservation Ordinance: Ted Sweicke, Phytosphere Research. Dr. Sweicke will present strategies for implementing a strengthened tree preservation ordinance in San Francisco.

7. **DISCUSSION:** Urban Forest Council Strategic Planning Retreat Follow-up. The Council will discuss progress made on the Action Items and Member Assignments from the May 14th Strategic Planning Retreat. (Explanatory Document: Urban Forest Council Strategic Planning Retreat Action Items and Member Assignments.)

8. **PRESENTATION:** Adding an Ecological Component to the Design of San Francisco's Streets. Brye Sarte, Sherwood Design Engineers. Mr. Sarte will present the results of a study promoting the use of ecological design principles for San Francisco's street scape.

9. **COMMITTEE REPORTS:**

 - Funding Committee
 Acting Chair, Milton Marks
 Updates on the May, 2004 meeting. The next meeting will be on Tuesday, July 23, 2004 at 12:00 PM at 11 Grove Street.

 - Planning & Policy Committee
 Chair, Paul Sacamano
 Updates on the May, 2004 meeting. The next meeting will be on Thursday June17, 2004 at 4:00 PM at 11 Grove Street

10. Chair's Announcements: Francesca Vietor, Chair, Urban Forest Council

11. **INFORMATION:** New Business

12. Public Comment

13. Adjournment

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Urban Forest Council
San Francisco Department of the Environment
City and County of San Francisco,
11 Grove Street
San Francisco, CA 94102

CITY AND COUNTY OF SAN FRANCISCO
DEPARTMENT OF THE ENVIRONMENT
URBAN FOREST COUNCIL

Approved Minutes

Wednesday, June 9, 2004
5:30 p.m.
City Hall, Room 400
1 Carlton B. Goodlett Place
San Francisco, CA 94102

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1. Call to Order: Member Paul Sacamono called the meeting to order at 5:45 p.m. Due to scheduling conflicts the meeting was moved to room 409.

2. Roll Call: Members S. Griswold, P. Sacamano, T. Milne, A. Rodgers, M. Sullivan, J. Herman, D. Lakshminarayanan, and C. Blair

3. ACTION: The minutes of the May 14, 2004 Urban Forest Council Planning Retreat were unanimously adopted.

4. **PUBLIC COMMENT**:

- Liz Strand who lives on Lois Lane expressed serious concern regarding the poor planting of trees on her block by the developers of the neighborhood. Many of the trees have either died or been removed. She appealed to the Council to take City driven steps including calling the developer to tasks to rectify the problem. She inquired as to any legislative remedy that may exist to prevent this from happening in future developments. Member Sacamono responded to the speaker noting his familiarity of this particular development he noted a failure of coordinator between bureaus on this project as the cause. He will investigate remedy options.
- Congratulations to Council Coordinator Alexis Harte on the birth of his daughter.

5. **PRESENTATION**: Under-grounding of Utilities and the Impacts on Future Street Tree Planting Opportunities.

- Tony Wolcott, DPW Urban Forester; Lynn Fong, DPW Under-grounding Program Staff; Larry NG, Pacific Gas & Electric presented the plans and schedule for under grounding approximately 42 miles of utilities throughout the City of which 6 miles have been completed to poll removal. The timeline for completion of the entire effort is 2006. The presentations reviewed the history of the project, cost considerations, technical aspects and other barriers to the project process related specifically to tree placement/replacement and damage. The Council engaged in discussion on the impacts of utility under-grounding on the City's Trees noting concern that PG& E seems to be unwilling to place box enclosures (power source) in the street rather than the sidewalk or driveways which decreases or eliminates opportunities for street tree planting and preservation. Member Rodgers shared photographs to illustrate the negative impact of placing enclosures in the sidewalks rather than in driveways permanently deprive many of San Francisco's streets the opportunity for tree planting. PG& E cited cost, safety and accessibility as the primary reasons for their inflexibility. The Council was also concerned that the pace of the project is running several years behind schedule. The Council noted that Department of Public Works, PG&E and other stakeholders should be working proactively to identify tree-planting opportunities and work around these areas just as mature trees are worked around.

- Public Comment
 - A man who previously worked for Friends of Urban Forest noted that in the past the concept was under-grounding with trees.

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- Chris Whitman inquired as the roles and responsibilities of the other utility providers involved, like SBC and the cable company. The City should evaluate the necessity of some of the utilities equipment that is being installed as some it may not be necessary.
- Dick Ingram stated that under-grounding process on his block has been done very well. However, due to a lack of communication between residents and lack of knowledge of tree planting guidelines inappropriate trees have been planted.
- Doug Wildman with Friends of the Urban Forest volunteered to go out and identify tree-planning opportunities on block slated for under-grounding. He also inquired as to the City's contractual authority to insist that the power boxes.
- Lisa Vitorie discussed the value of trees from the quality of life perspective and value systems.
- Kathy Howard of Spur for identity purposes, expressed that she appall at PG&E's inflexible attitude regarding placement of enclosures in streets or driveways.
- Keith Sigas with the Tree Council expressed dissatisfaction with the explanations offered for not placing the enclosures in driveways.
- A man named James representing the Bernal Heights East and South Slope Improvement Committee discussed his organizations efforts supporting planting programs and the opportunities available in the area for planting.

- Letters will be drafted to the City Attorney and the Department of Public works inquiring as to environmental evaluations conducted regarding the projects. These letters will be considered at the next Council meeting. It was noted that no environmental review was conducted.

6. **PRESENTATION**: Strengthening San Francisco's Tree Preservation Ordinance

- Dr. Ted Sweicke with Phytosphere Research of Vacaville, CA presented detailed strategies for implementing a strengthened tree preservation ordinance in San Francisco. There are multiple methods for controlling behavior. He recommended that education be the primary tool utilized in influencing the values regarding trees. Incentive programs, and legislative mitigations are other options. However, because they heavily reliant on community support and self-enforcement and must be rooted in broader management strategy. Brief discussions ensued.

- Member Sacamano acknowledged the great work done by Jennifer Mar, Urban Forest Council Intern. Ms. Mar developed a comprehensive report called Living Landmarks: A comparison of 12 tree preservation ordinances and suggestions for San Francisco's Urban Forestry Ordinance.

- Public Comment:

 - Doug Wildman made two comments. The first is the problem of excessive planting followed by removals due to overgrowth. The second is that a Heritage Tree Ordinance should not deter the planting of larger trees.

7. **DISCUSSION:** Urban Forest Council Strategic Planning Retreat Follow-up. The Council will discuss progress made on the Action Items and Member Assignments from the May 14th Strategic Planning Retreat. (Explanatory Document: Urban Forest Council Strategic Planning Retreat Action Items and Member Assignments.) -- **CONTINUED**

8. **PRESENTATION:** Adding an Ecological Component to the Design of San Francisco's Streets. Brye Sarte, Sherwood Design Engineers.

- Mr. Sarte is also the Chair of SPUR's sub-committee Sustainable Landscape and Infrastructure. He presented the results of their study promoting the use of ecological design principles for San Francisco's streetscape. Ecological design goals and objectives focus on five key elements: 1. Integrated storm water management system, 2. Increasing tree planting and landscaping, 3. Improving the Pedestrian Environment, 4. Improving the City's natural ecosystems and 5. Increasing public awareness. SPUR is developing a

policy paper. He will forward copies to the Council for critique. Discussions ensued. The Council was very enthusiastic about the study and Mr. Sarte's efforts, noting that this information is quite timely.

- Public Comment:
 - An unnamed woman with SPUR welcomed the Council to join SPUR's meeting.
 - Lisa Vitori expressed that her surprise that despite these types of ideas are more than decades old are still be discussed as new concepts. She expressed concern that some lesser recognized groups should be constructively included in these continued discussions.

9. **COMMITTEE REPORTS: -- CONTINUED.**

 - Funding Committee
 Acting Chair, Milton Marks
 Updates on the May, 2004 meeting. The next meeting will be on Tuesday, July 23, 2004 at 12:00 PM at 11 Grove Street.

 - Planning & Policy Committee
 Chair, Paul Sacamano
 Updates on the May, 2004 meeting. The next meeting will be on Thursday June17, 2004 at 4:00 PM at 11 Grove Street

10. Chair's Announcements: Francesca Vietor, Chair, Urban Forest Council -- **CONTINUED**

11. **INFORMATION:** New Business

 - Under-grounding utilities discussion continued to the Planning and Policy Committee.

12. Public Comment:
 - Carolyn Blair expressed concern regarding plans to removal of trees in Ferry Park. She requested that Department of Public Works and the Department of Recreations and Parks to consider redesigns that do require the removal of mature trees.

13. Adjournment: The remaining agenda items were continued. The meeting was adjourned at 7:56 p.m.

Respectfully Submitted,

Emily D. Rogers

SF Environment

GAVIN NEWSOM, MAYOR
JARED BLUMENFELD, DIRECTOR

CITY AND COUNTY OF SAN FRANCISCO
DEPARTMENT OF THE ENVIRONMENT

URBAN FOREST COUNCIL

Notice and Agenda

Tuesday, August 24, 2004
5:30 p.m.
City Hall, Room 400
1 Carlton B. Goodlett Place
San Francisco, CA 94102

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Francesca Vietor
President

Milton Marks III
Vice President

Carolyn Blair
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SF Department of Public Works

Alexis Harte
Urban Forest Coordinator

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Public comment will be taken before the Council takes action on any item.

1. Call to Order

2. Roll Call

3. **ACTION**: Adoption of minutes of the June 9, 2004 Urban Forest Council Meeting. (Explanatory Document: Minutes of the June 9th, 2004 Urban Forest Council Meeting.)*

4. **PUBLIC COMMENT**: Members of the public may address the Council on matters that are within the Council's jurisdiction and are not on today's agenda.

5. **INFORMATION:** Urban Forest Coordinator Report Alexis Harte, Urban Forest Coordinator. Mr. Harte will provide updates on UFC administrative and programmatic operations relating to research, funding, outreach, contacts, communications, and other related activities. Mr. Harte will also present, and seek comment on the Urban Forest Council's draft Annual Report due to the Mayor and Board of Supervisors on September 1st.

6. **PRESENTATION**: Strengthening San Francisco's Landmark Tree Program. UFC Member Carolyn Blair. Ms. Blair will present a framework for strengthening San Francisco's Landmark Tree Ordinance.

7. **DISCUSSION**: Consideration of changes to the UF Council's regular meeting schedule. UF Council Chair: Francesca Vietor. The UF Council will discuss potential changes to the monthly meeting schedule, as well as changes to the bi-monthly Funding Committee Meeting.

8. **COMMITTEE REPORTS:**

 - Funding Committee
 Acting Chair, Milton Marks
 Updates on the July, 2004 meeting. The next meeting will be on Tuesday, September 28, 2004 at 12:00 PM at 11 Grove Street.

 - Planning & Policy Committee
 Chair, Paul Sacamano
 Updates on the August, 2004 meeting. The next meeting will be on Thursday September 17, 2004 at 4:00 PM at 11 Grove Street

9. Chair's Announcements: Francesca Vietor, Chair, Urban Forest Council

10. **INFORMATION:** New Business

11. Public Comment

12. Adjournment

Disability Access

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Metro Stations at Van Ness and Market and at Civic Center. For information about MUNI accessible services call (415) 923-6142. There is accessible curbside parking adjacent to City Hall on Grove Street and Van Ness Avenue and in the vicinity of the Veterans Building at 401 Van Ness Avenue adjacent to Davies Hall and the War Memorial Complex.

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(Chapter 67 of the San Francisco Administrative Code)

Government's duty is to serve the public, reaching its decisions in full view of the public. Commissions, boards, councils, and other agencies of the City and County exist to conduct the people's business. This ordinance assures that deliberations are conducted before the people and that City operations are open to the people's review. For more information on your rights under the Sunshine Ordinance or to report a violation of the ordinance, contact the Sunshine Ordinance Task Force, Donna Hall, Clerk, City Hall, Room 409, 1 Dr. Carlton B. Goodlett Place, San Francisco, CA 94102-4683 at Phone No.: (415) 554-7724; Fax No.: (415) 554-7854; E-mail: Donna.Hall@sfgov.org. Copies of the Sunshine Ordinance can be obtained from the Clerk of the Sunshine Task Force, the San Francisco Public Library and on the City's website at www.sfgov.org.

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* Copies of explanatory documents are available to the public at Department of Environment, 11 Grove Street, San Francisco, California between the hours of 9 a.m. and 5 p.m., or when possible, on the Department of Environment's webpage: www.sfgov.org/sfenvironment/; or, upon request to the Council Secretary, at the above address or telephone number 415-355-3709, or via e-mail at **emily.rogers@Sfgov.org** within three business days of a meeting.

When bringing handouts to meetings, please photocopy on both sides of the paper and try to use post-consumer recycled or tree-free paper. Also, please bring sufficient copies of handouts for both the Commission and the public.

San Francisco Department of the Environment
City and County of San Francisco,
11 Grove Street
San Francisco, CA 94102

SF Environment

GAVIN NEWSOM, MAYOR
JARED BLUMENFELD, DIRECTOR

CITY AND COUNTY OF SAN FRANCISCO
DEPARTMENT OF THE ENVIRONMENT

URBAN FOREST COUNCIL

APPROVED MINUTES

Tuesday, August 24, 2004
5:30 p.m.
City Hall, Room 400
1 Carlton B. Goodlett Place
San Francisco, CA 94102

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1. **CALL TO ORDER:** The meeting was called to order at 5:34 p.m.

2. **ROLL CALL:** Members C. Blair, J. Campos, K. Cornell, J. Carrasco, B. Fisher, S. Griswold, M. Marks, T. Milne, J. Herman, D. Lakshminarayanan, P. Sacamano, M. Sullivan, and F. Vietor were present.

3. **ACTION**: The minutes of the June 9, 2004 Urban Forest Council Meeting were unanimously adopted.

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4. **PUBLIC COMMENT**:
 - Dennis Hyde: Mr. Hyde presented a proposal to reforest Laguna Honda Forest.
 - Louis Blumberg: Mr. Blumberg discussed his desire to work with the city to install rubber sidewalks in front of his home on Stanyan Street. He hoped the City would be interested in helping to pay for the cost of instillation as a pilot project.
 - Gail Berman: Ms. Berman, Mr. Blumberg's neighbor also discussed his desire to work with the city to install rubber sidewalks in front of her home on Stanyan Street.

 The Council briefly discussed the importance of following through with issues to resolution. Council Coordinator is the point of contact for the various issues that come to Council.

5. **INFORMATION:** Alexis Harte, Urban Forest Coordinator provided updates on UFC administrative and programmatic operations relating to research, funding, outreach, contacts, communications, and other related activities. Mr. Harte also presented Urban Forest Council's draft Annual Report due to the Mayor and Board of Supervisors on September 1st. He requested the Council review and comment on the report by August 31, 2004. He will then incorporate those comments and bring the final draft to the Council for approval at the September meeting.

6. **PRESENTATION**: UFC Member Carolyn Blair. Ms. Blair presented a framework for strengthening San Francisco's Landmark Tree Ordinance. The Council then engaged in discussion on the goals and objectives of such an ordinance. Specifically, the Council debated

11 Grove Street, San Francisco, California 94102
www.sfenvironment.com
Telephone (415) 355-3709 Fax 554-6393 E-mail: SFUrbanForestCouncil@sfgov.org

the issues of preservation of existing trees, the process for designating a tree as a landmark, and barriers to implementing such an ordinance.

7. **DISCUSSION**: The Council discussed potential changes to the Council's monthly meeting schedule. The Council will vote to amend its bylaws to change its meeting schedule at the September 10, 2004 meeting.

8. **COMMITTEE REPORTS:**

 - Funding Committee: Milton Marks gave updates on the July 2004 meeting. He focused on fund raising efforts for both the Urban Forest program and the development of the Urban Forest Plan. The next meeting will be on Tuesday, September 28, 2004 at 12:00 PM at 11 Grove Street.
 - Planning & Policy Committee: Coordinator Alexis Harte gave updates on the August 2004 meeting. He reported the City Attorney's Office is reading the proposed amendment to Section 143 of the Planning Code, which would generate money for the Urban Forest Program. The next meeting will be on Thursday September 17, 2004 at 4:00 PM at 11 Grove Street.

9. **CHAIR'S ANNOUNCEMENTS:** Chair Francesca Vietor will be meeting with the Mayor and other environmental community leaders tomorrow to brief him on various environmental topics including the urban forest.

10. **INFORMATION:** New Business

 - World Environment Day is June 5, 2004. There are weekly planning meetings at the Department of the Environment every Thursday at 4 p.m.
 - Member Blair would like to discuss the issue of rubber sidewalks as they may help to reduce the number of "tripping" law suits against the City.

11. Public Comment: There were no comments from the public at this time.

12. Adjournment: The meeting was adjourned at 7:31 p.m.

Respectfully Submitted,

Emily Rogers
Council Secretary

SF Environment

GAVIN NEWSOM, MAYOR
JARED BLUMENFELD, DIRECTOR

CITY AND COUNTY OF SAN FRANCISCO
DEPARTMENT OF THE ENVIRONMENT
URBAN FOREST COUNCIL

Meeting Notice and Agenda

Friday, September 9, 2005
10:00 am
City Hall, Room 400
1 Dr. Carlton B. Goodlett Place
San Francisco, CA 94102

1.90

9/05

Terry Milne
Chair

Carolyn Blair
Mike Boss
Jocelyn Cohen
Dr. Larry Costello
Bonnie Fisher
Kelly Cornell
SF Recreation & Park Department

Steve Griswold
Lena Miller
Kelly Quirke
Michael J. Sullivan

Jane Herman
SF Public Utilities Commission

Mike Grisso
SF Redevelopment Agency

AnMarie Rodgers
SF Planning Department

Paul Sacamano
SF Department of Public Works

Alexis Harte
Urban Forest Council Coordinator

Grace Ma
Urban Forest Council Associate

Monica Fish
Urban Forest Council Secretary

11 Grove Street, San Francisco, California 94102
www.sfenvironment.com
Telephone (415) 355-3709 Fax 554-6393 E-mail: SFUrbanForestCouncil@sfgov.org

Public comment will be taken before the Council takes action on any item.

Order of Business

AGENDA

1. **CALL TO ORDER**

2. **ROLL CALL**

3. **ACTION:** Adoption of minutes of the July 22, 2005 Urban Forest Council (UFC) Special Meeting. (Explanatory Document: Draft Minutes of the July 22, 2005 Urban Forest Council Special Meeting)

4. **PRESENTATION AND DISCUSSION**: The Better Streets Program. The Urban Forest Council will hear a presentation on the Mayor's Better Streets Program and will discuss how to integrate the UFC's existing planning efforts into this Program.

 Sponsor: Alexis Harte
 Presenter: Marshall Foster, Director of City Greening

5. **DISCUSSION AND ACTION**: Nomination and Election of Vice Chair.

6. **DISCUSSION AND ACTION:** Urban Forest Council 2005 Annual Report. Alexis Harte, Urban Forest Council Coordinator. The Council will review and discuss a descriptive report on the state of the urban forest in San Francisco. They may vote to approve this report before it will be presented to the Mayor and Board of Supervisors. (Explanatory Document: UFC 2005 Annual Report.doc)

 Sponsor: Alexis Harte
 Presenter: Alexis Harte

7. **DISCUSSION AND ACTION:** Resolution recommending that the Planning Department require a tree disclosure statement as part of all building permit applications that include exterior work, demolition or grading. (Explanatory Document: R-2005-4-UFC.doc)

 Sponsor: Carolyn Blair
 Presenters: Paul Sacamano, Jocelyn Cohen

8. **DISCUSSION AND ACTION:** Resolution in Support of Plant*SF: The Urban Forest Council will discuss and may vote to approve a resolution in support of the mandate and activities of Plant*SF. (Explanatory Document: R-2005-3-UFC.doc)

9. **CHAIR'S ANNOUNCEMENTS**

10. **INFORMATION**: New Business

11. **PUBLIC COMMENT**: Members of the public may address the Council on matters that are within the Council's jurisdiction and are not on today's agenda.

12. **ADJOURNMENT**

Public Comment

At this time, members of the public may address the Council on items of interest that are within the subject matter jurisdiction of the Council but are not on today's agenda. Public comment will be taken following each agendized item. Each member of the public may address the Council for up to three minutes, unless otherwise announced by the Chair. If it is demonstrated that the comments by the public will exceed 15 minutes, the Chair may continue Public Comment to another time during the meeting.

The Brown Act forbids the Council from taking action or discussing any item or issue not appearing on the posted agenda. This rule applies to issues raised in public comment as well. In response to public comment, not on an agendized item, the Council is limited to:

1. Briefly responding to statements made or questions posed by members of the public, or
2. Request staff to report back on a matter at a subsequent meeting, or
3. Directing staff to place the item or issue on a future agenda (Government Code Section 54954.2(a).)

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Other Important Information

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Urban Forest Council
San Francisco Department of the Environment
City and County of San Francisco
11 Grove Street
San Francisco, CA 94102

Posted: September 6, 2005

SAN FRANCISCO URBAN FOREST COUNCIL
ANNUAL REPORT, SEPTEMBER 2005

Submitted to Mayor Gavin Newsom and the Board of Supervisors by the Department of the Environment, pursuant to San Francisco Administrative Code Article XXIII, Section 5.238

Executive Summary

This report of the Urban Forest Council provides the Mayor and Board of Supervisors with information on the state of San Francisco's urban forest. Included is information on street tree structure, street tree function and value, current management structure, and opportunities for improving our urban forest.

There are an estimated 99,451 street trees in San Francisco, providing roughly $7.5 million in total annual benefits to the community. While San Francisco is on par with the statewide street tree average, there are many opportunities to increase the resource extent. With approximately 127,000 tree-planting sites available, the City remains 56% unplanted. Of these sites, affluent neighborhoods had an average rate of 28% empty sites, while underserved neighborhoods typically see empty rates of up to 74 %. This inconsistent distribution of the urban forest is an important environmental justice issue; specifically, the street tree population appears to be least established in Districts 10 (Bayview/Hunters Point) and 11 (Excelsior and Outer Mission District).

Of the organizations that participated in the research for this report, most stated their number one challenge is lack of consistent funding. San Francisco's street tree program receives no funding through property taxes or any other consistent general fund source.

In the near future, the Urban Forest Council will present an Urban Forest Management Plan that builds on information in this report. The Urban Forest Plan will be the standard reference document that defines policies and procedures for urban forestry management in San Francisco. The Plan will serve many users: city departments, non-profits and other entities that manage San Francisco's trees, as well as the general public.

SAN FRANCISCO URBAN FOREST COUNCIL
ANNUAL REPORT, SEPTEMBER 2005

Submitted to Mayor Gavin Newsom and the Board of Supervisors by the Department of the Environment, pursuant to San Francisco Administrative Code Article XXIII, Section 5.238

> ***San Francisco faces numerous challenges in regard to its urban forest: declining street tree population, establishing young trees, historic underfunding. Immediate action is necessary to expand and strengthen the urban canopy so that it can provide optimal environmental, economic, and social benefits to all San Franciscans.***
>
> ***The current street tree resource of San Francisco is indeed a valuable asset, providing approximately $7.5 million ($77/tree) in total annual benefits to the community such as greenhouse gas reduction, storm water management, and property enhancement.***

San Francisco's urban forest has many challenges. Historically the management of trees, including raising funds for tree programs, has been split among various city, state, and federal agencies, non-profit groups, and private property owners. The result has been an inconsistent tree care system and the absence of any comprehensive planning for a sustainable urban ecosystem.

A lack of coordination and funding among urban forestry groups has resulted in limited public involvement with trees and enforcement of existing laws. Consequently, the benefits of the urban forest are not apparent to all our citizens, and we have not launched a comprehensive plan to care for and increase tree canopy cover.

In response, the San Francisco Board of Supervisors passed the Urban Forest Council Ordinance in 2001. The Ordinance calls for the creation of a 15-member Urban Forest Council whose members represent the full range of stakeholders including city agencies, non-profit organizations, and the business community. The Council's scope of authority is completely advisory and educational in nature, and its purpose is to guide the stewardship of San Francisco's trees by promoting a healthy and sustainable urban forest that benefits all San Franciscans while ensuring public health and safety.

As outlined in the Urban Forest Council Ordinance, the Council works to:

- Develop and adopt a comprehensive urban forest plan;
- Educate the public on urban forest issues;
- Develop and adopt tree care standards;
- Identify funding and staffing needs and opportunities for urban forest programs;
- Report on the state of the urban forest;
- Help secure and encourage commitment of adequate resources for tree programs; and
- Facilitate coordination among agencies with tree management responsibilities.

The Council has commissioned two urban forest inventories in San Francisco: The Urban Forest Effects Model (UFORE) and the Street Tree Analysis. The UFORE report (2005) surveyed and analyzed the tree population on various land types (e.g. residential, parks, open space, street) across San Francisco while the Street Tree Analysis (2003) focused on city street trees. As a result, there is data on tree population, age distribution, tree species, tree condition and associated benefits for the entire city.

In addition to understanding the physical aspects of the urban forest, the Council wanted more information regarding public perception and understanding. Thus, the Council commissioned a social survey of 1100 city residents to gain perspective on public opinion in regard to urban trees. The survey found that a majority of residents are satisfied with the condition of open space and street trees, and they also support dedicated and stable funding for urban trees.

Now the Urban Forest Council has a solid understanding of the composition of the urban forest, public attitudes, and complementary roles of city agencies and community organizations in planting and maintaining the urban forest. The Planning Committee of the Council is applying this information to the Comprehensive Urban Forest Management Plan. The Planning Committee is reviewing a second draft of the plan and we anticipate a completion date of winter 2005. While the Comprehensive Management Plan will be *prescriptive* in nature, the 2005 Annual Report is intended to *describe* the current state of urban forest management in San Francisco and is divided into the following four sections:

I. a. Total Tree Structure
b. Total Tree Function and Value
How many trees do we have? How are they distributed? How healthy are they? What are the benefits associated with these trees and how much are they worth?

II. a. Street Tree Structure
b. Street Tree Function and Value
How many street trees do we have? How healthy are they?
What are the benefits associated with these trees and how much are they worth?

III. Urban Forestry Management
Which agencies have jurisdiction over which portion of the resource and how well is the resource managed?

IV. Urban Forest Policies
What initiatives has the Council worked on?

The research used in this report is taken from the Assessing Urban Forest Effects and Values: San Francisco's Urban Forest, USDA Forest Service Northeastern Research Station (2005) and City of San Francisco Street Tree Analysis, Center for Urban Forest Research USDA Forest Service Pacific Southwest Research (2003). (A complete copy of the City of San Francisco Street Tree Analysis study is available at http://cufr.ucdavis.edu/products/cufr427_SF%20STA%20Final.pdf) Additional information comes from the David Binder Research San Francisco Voter Survey (2005) and UFC Member Michael J. Sullivan's Survey of San Francisco Tree Health (2004). Michael J. Sullivan is also a Friends of the Urban Forest Board member. Moreover, the Urban Forest Council conducted a 2004 organizational survey of San Francisco's tree-related agencies.

I. a. Total Tree Structure: What do we have?

1. Numbers, Diversity, Age, Health

The first comprehensive survey of San Francisco's urban forest includes trees in street right-of-ways, backyards, parklands, and other open space. The Urban Forest Effects Model (UFORE) analyzed field data collected throughout San Francisco to provide an overview of the urban forest. The subsequent data analysis describes the economic, ecological and social benefits of trees. The report includes information on canopy cover, tree species, tree size, available planting spots, and economic values for ecosystem services.

As a result of the UFORE study, we have basic information about the tree resource in San Francisco.

- San Francisco has 668,000 total trees (both public and private).
- The tree canopy cover is 12%.
- 51% of trees are less than 3 inches in diameter at breast height (DBH).
- The most common tree species are blue gum (*Eucalyptus globulus*), Monterey pine (*Pinus radiata*), Monterey cypress (*Cupressus macrocarpa*), karo (*Pittosporum crassifolium*) and Chinese privet (*Ligustrum sinense*).

The UFORE model indicates that San Francisco has a large number of small and young trees. In order for these young trees to reach a mature size with good health and structure, they will need consistent care. As well, we need these small trees to replace large aging trees that are declining. Many cities encounter this scenario, which requires long-term planning and sustainable funding.

In 2004, city agencies and nonprofit organizations planted 5045 trees. There were 2392 street trees planted and 2653 open or public space trees planted. For a complete list of participating agencies and trees planted, please see Appendix I.

Another aspect of the UFORE report is biodiversity. The data collection for UFORE included 104 tree species. In fact, San Francisco has 115 known tree species, which was previously measured by a USDA Forest Service street tree study. The top ten most common species comprise 57% of the total tree population. Increasing the population distribution over more tree species would result in a more resilient urban forest. In the event of pest or disease outbreak that targets a certain tree species, the presence of many unaffected tree species would allow the forest to persist and recover.

Based on the existing tree distribution, the UFORE report identified two potential pest problems: Asian longhorned beetle (*Anoplophora glabripennis*) and gypsy moth (*Lymantria dispar*). The Asian longhorned beetle is a recent invasive insect that is found in hardwood trees. Chicago, New York and Toronto have dealt with the beetle by removing thousands of these trees and restricting the species for new plantings. The gypsy moth is an established pest in the eastern United States. A robust and diverse urban forest is the best defense against these insects. A diverse forest also contributes to wildlife habitat and resident satisfaction.

I. b. Total Tree Function and Value: What are the benefits?

The UFORE model generates economic values for natural services and functions provided by trees. For instance, trees offset some of the problems associated with climate change. Trees filter air pollutants such as ozone (O_3), particulate matter, sulfur dioxide (SO_2), nitrogen dioxide (NO_2) and carbon monoxide (CO). The annual filtration of air pollutants in San Francisco is valued at $1.3 million. Another important benefit that UFORE measures is carbon sequestration and storage. San Francisco trees sequester 5100 tons of carbon each year, which is valued at $94,000. The total carbon storage in San Francisco is valued at $3.6 million.

The UFORE report states, "Large healthy long-lived trees are best for improving air quality." This holds true for other benefits that trees provide such as ultraviolet radiation reduction, building energy use reduction, air temperature reduction, stormwater filtration, and wildlife habitat.

There are many additional benefits of urban forests that UFORE does not measure. Trees provide wildlife habitat for birds, mammals, insects and invertebrates. Wildlife habitat in San Francisco can be linked to open space across North and South America, which is crucial for migratory birds considering the amount of deforestation and habitat destruction.

As well, humans benefit from the presence of trees. Numerous studies have found that trees enhance social and community well being. The presence of trees in an area encourages more outdoor activity and interaction among residents.[1] In fact, neighborhoods and buildings with greener surroundings report fewer property and violent crimes.[2] In addition, trees provide human health benefits. Urban trees play a role in blocking UV radiation, and thus reduce human exposure and skin cancer risk.[3] In terms of psychological benefits, children with Attention Deficit Disorder (ADD) express fewer symptoms and function better than usual after exposure to green play areas that include trees and vegetation.[4]

In addition to enhancing health, trees have a positive economic influence since consumers value their presence. A study found that consumers assign high ratings for amenities, customer service, product quality and aesthetics to businesses with landscaping and trees. As a result, they are willing to travel farther and spend more time and money in such areas.[5] Furthermore, trees are associated with higher property

[1] Kuo, Frances. 1997. Trees, Aggression and Urban Violence. City Trees: The Journal of the Society of Municipal Arborists, Volume 33, Number 6.

[2] Kuo, Frances E, Sullivan, William C. 2001. Environment and crime in the inner city: does vegetation reduce crime? *Environment and Behavior*, (33) 3: 343-367.

[3] Society of American Foresters. 2002. Tree cover may be the newest weapon against skin cancer. *The Forestry Source.*

[4] Taylor, Andrea Faber, Kuo, Frances E., Sullivan William C. 2001. Coping with ADD: the surprising connection to green play settings. *Environment and Behavior*, (33) 1: 54-77.

[5] Wolf, Katherine L. 1998. Trees in business districts: positive effects on consumer behavior! *Human Dimensions of the Urban Forest Fact Sheet #5.* Center for Urban Horticulture, University of Washington.

values; the presence of trees results in a 3.5 to 6 percent price increase.[6] All these tree-related benefits contribute to a stronger community.

An inventory of the existing urban forest is the first step in long-term planning and management. The UFORE report reinforces the importance of consistent tree care in order for young trees to reach maturity and provide more benefits.

Through a partnership with the USDA Forest Service Northeast Research Station, the UFORE study was completed at a nominal cost to the City. The Department of the Environment provided eight intern stipends at a cost 0f $8000 and in-kind support through the Urban Forest Coordinator.

II. A. Street Tree Structure: *What do we have?*

1. Numbers, Diversity, Age

Total Numbers
For 2004-2005, the Urban Forest Council did not have the resources to reinventory street trees. However, we have estimated the current street tree population using tree mortality rates and the number of newly planted trees. Friends of the Urban Forest has planted and managed approximately 35,000 street trees in San Francisco. We applied an average 3% mortality rate per year[7]. The UFORE report also suggested a mortality range of 3-7%. For the 18,234 trees managed by Department of Public Works, we applied a 5% annual mortality rate for trees within the first 5 years of planting. Trees that survive past their fifth year of planting drop to a lower annual mortality rate of 1.5%.[8] Finally, we considered new tree plantings where data was available. For a complete listing of agencies and number of trees planted in 2004, please see Appendix I.

There are an estimated 99, 451 (±9,677) street trees in San Francisco. Publicly managed trees account for 19.3% (19,191±2,779) of the total, while privately cared for trees comprise the remaining 80.7% (81,179 ±9,634).

While San Francisco is on par with the statewide average of 104 trees per street mile, there are many opportunities to increase the resource extent. Approximately 127,500 sites, or 56% of all street tree planting sites, are unused. It is important to note that the 2392 street trees planted through DPW, FUF and Capital Improvement projects fall short of Mayor Newsom's annual goal of 5000 new street trees. Furthermore, this number is below the first year target of the UFC Street Tree Action Plan.

Species Diversity
Citywide, the resource represented 115 different tree species—indeed a healthy diversity. However, several districts were dominated by few species and lack of diversity in certain areas should be of concern to managers. Having the most numbers, leaf area,

[6] Wolf, Katherine L. 2001. Tree investment brings cities many happy returns. *Environmental Outlook.*
[7] The mortality rate is derived from Survey of San Francisco Trees by Michael J. Sullivan
[8] The DPW Bureau of Urban Forestry provided mortality rates for DPW street trees.

and canopy cover, Victorian box and London plane are the two most common important street trees in San Francisco.

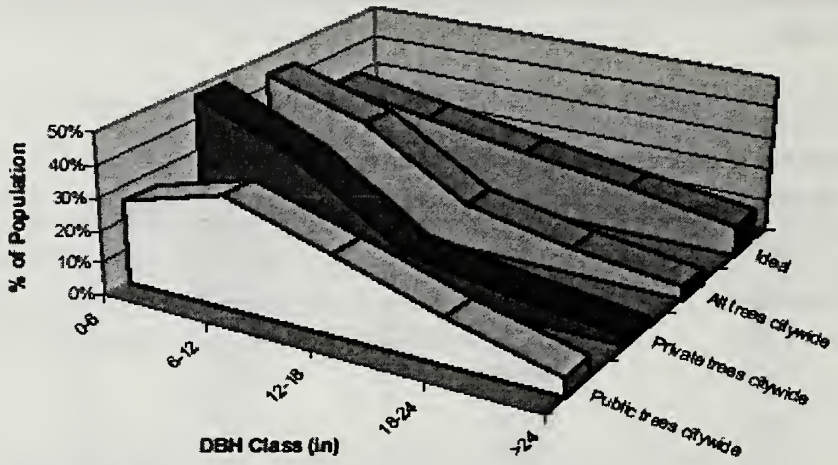
San Francisco's most common street trees and percentage contribution to canopy cover

Species	# of trees	% of Tot.	Leaf area (m2)	% of Tot.	Canopy cover (m2)	% of Tot.	IV
Victorian box	8,500	11	692,346	10	204,856	10	10
London plane tree	6,514	8	880,537	13	441,686	21	14
Indian laurel, ficus	6,042	8	409,118	6	151,812	7	7
New Zealand Christmas tree	4,873	6	347,836	5	100,885	5	5
cherry plum	4,537	6	158,821	2	35,315	2	3
red-flowering gum	3,508	5	493,348	7	146,895	7	6
blackwood acacia	3,429	4	683,484	10	166,490	8	7
Japanese flowering cherry	3,413	4	166,827	2	34,243	2	3
Brisbane box	3,366	4	283,545	4	70,272	3	4
mayten tree	2,890	4	147,173	2	41,783	2	3
small-leaf tristania	2,852	4	70,630	1	24,013	1	2
Arbutus 'Marina'	2,731	4	21,789	0	8,875	0	1
lemon bottlebrush	2,157	3	81,273	1	26,907	1	2
evergreen pear	2,151	3	82,553	1	38,707	2	2
maiden hair tree	2,140	3	25,066	0	7,222	0	1
Chinese elm	2,040	3	661,778	10	135,051	6	6
Monterey pine	2,035	3	570,768	8	172,794	8	6
myoporum	1,992	3	194,189	3	61,569	3	3
southern magnolia	1,914	2	61,908	1	24,367	1	2
Australian peppermint willow	1,646	2	95,798	1	27,751	1	2
cajeput tree	1,549	2	33,582	0	7,742	0	1
olive	1,423	2	89,557	1	24,138	1	1
Indian hawthorn	1,415	2	4,986	0	2,552	0	1
Monterey cypress	1,292	2	317,522	5	117,388	6	4
glossy privet	1,258	2	57,764	1	21,793	1	1
karo	1,206	2	121,241	2	37,825	2	2
Total	76,872	100	6,753,236	100	2,132,934	100	100

Source: Maco et al., 2003

Age Distribution

Age distribution varies by district, but citywide the street tree population is immature, lacking adequate numbers of functionally mature trees. The following chart shows the breakdown of San Francisco's tree age (as DBH or trunk diameter at breast height) vs. an idealized age breakdown.



Source: Maco et al., 2003

2. Street Tree Distribution: *An important environmental justice issue*

Street trees—and their associated benefits—are not distributed evenly among residents. Of the approximately 127,500 potential planting sites in the City, affluent neighborhoods had an average rate of 28% empty sites, while underserved neighborhoods typically see empty rates of up to 74 %. This inconsistent distribution of the urban forest is an important environmental justice issue; specifically, the street tree population appears to be least established in Districts 10 and 11.

The following chart offers an overview of resident and street tree populations in The City. Although this chart identifies District 3 (North Beach) as the district with the fewest street trees, it is the physically smallest district. The more important point is that District 11 (OMI/Excelsior) has the largest resident population and ranks 7th in the street tree population; thus it should be a first priority for action.

Human Population vs. Street Tree Population

District	Name	#People* (% of pop.)	Pop. rank	#ST (%ST pop.)	ST rank	People/Tree	Priority
1	Richmond	69978 (9.01)	9	6988 (7.1)	9	10.01	4
2	Marina	67272 (8.66)	11	10624 (10.8)	3	6.33	9
3	N.Beach	70150 (9.03)	7	3623 (3.7)	10	19.36	1
4	Sunset	70672 (9.1)	5	7115 (7.2)	8	9.93	3
5	W.Addition	71217 (9.17)	3	8841 (9)	6	8.06	5
6	SOMA	70197 (9.04)	6	9496 (9.6)	5	7.39	7
7	Merced	68877 (8.87)	10	11457 (11.6)	2	6.01	10
8	Castro/Noe	70029 (9.02)	8	13140 (13.3)	1	5.33	11
9	Miss/Bernal	71061 (9.15)	4	10546 (10.7)	4	6.74	8
10 total		73209 (9.43)	2	9491 (9.6)	5	7.71	6
10(a)	Potrero Hill			3827 (3.9)			
10(b)	BVHP			5664 (5.7)			
11	Excels/OMI	74121 (9.54)	1	7214 (7.3)	7	10.27	2

Total		776783 (100)	108026 (100)	7

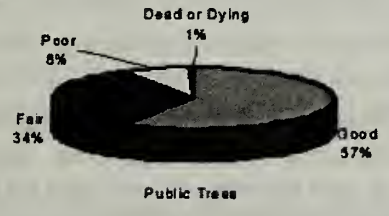
*http://sfgov.org/site/uploadedfiles/redistricting/download/sfproposal/sf_stats_new_districts_41502.xls (2000 data)

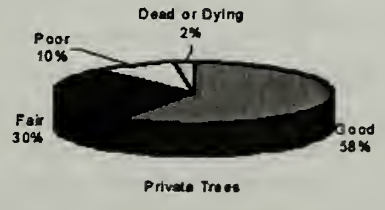
KEY	
#People	Number of people living in that district
(% of pop.)	Percentage of City's total human population
Pop rank	Population rank (1 being largest)
# ST	Number of street trees growing in that district
(%ST pop.)	Percentage of City's total street tree population
ST rank	Street tree ranking (1 being district with the largest street tree population)
People/Tree	Amount of people for every one tree
Priority	This is the action priority (1 being district that is in the worst situation and in greatest need of city attention)

3. Street Tree Health

Two studies were examined to determine the health of San Francisco's street trees. Michael J. Sullivan conducted a series of studies on tree health and survival rates. Sullivan examined trees planted through San Francisco's Friends of the Urban Forest (FUF). The survey covered a total of 3,856 trees planted in 1987, 1988, 1990 and 1991 (these trees were surveyed 10 years after the planting date) and 1992, 1993, 1995 and 1996 (surveyed five years after the planting date). Accordingly, the survey was done over a four-year period in 1997, 1998, 2000 and 2001. The survey showed that 1,718 out of a total of 1,987 trees planted in 1992-1996 had survived as of **5 years** after their planting date--**a survival rate of 86.4%**. Out of the 1,869 **10 year**-old trees from 1987-1991, a total of 1,269 had survived – **a survival rate of 67.9%**. It is encouraging that over two-thirds of the trees planted through FUF are still alive after 10 years (Sullivan, 2004).

The 2003 CUFR (Center for Urban Forestry Research) street report considered tree health on both public (DPW) and private (FUF/property owner) maintained trees. Survey techniques and health indicators differed somewhat from the Sullivan study, so the two data sets are not compared here. However, results of the CUFR report do suggest a significant difference in the health of public vs. privately maintained trees.





Source: Maco et al., 2003

This chart indicates the condition of public and private street tree population by district (%).

	Public Trees				Private Trees			
Zone	Good	Fair	Poor	Dead or Dying	Good	Fair	Poor	Dead or Dying
1	47	45	9	0	42	50	6	2
2	69	24	7	0	76	16	7	1
3	59	31	6	3	27	42	31	0
4	-	-	-	-	54	39	4	3
5	54	35	9	2	61	31	6	1
6	50	50	0	0	85	12	3	0
7	64	32	4	0	67	25	4	3
8	36	57	7	0	50	38	10	1
9	61	25	14	0	50	28	19	3
10a	22	61	17	0	61	30	7	3
10b	0	43	57	0	25	44	24	7
11	76	23	0	1	72	22	5	1

Source: Maco et al., 2003

II. b. *Street Tree Function and Value: What are San Francisco's street trees "worth"?*

We recognize the many ways trees benefit the aesthetics of the community and the impact on the mental and emotional states of San Francisco residents. However, in this section, we choose to focus on the benefits in energy savings, air quality improvements, storm water containment, and property value increase.

Benefit	Public			Private			All		
	Total ($)	$/capita	$/tree	Total ($)	$/capita	$/tree	Total ($)	$/capita	$/tree
Energy	23,749	0.03	1.30	61,993	0.08	0.77	85,742	0.11	0.87
CO_2	10,218	0.01	0.56	27,689	0.04	0.34	37,907	0.05	0.38
Air Quality	17,740	0.02	0.97	24,978	0.03	0.31	42,718	0.05	0.43
Stormwater	117,415	0.15	6.44	349,139	0.45	4.35	466,554	0.60	4.73
Property Increase	1,802,240	2.32	98.84	5,106,898	6.57	63.60	6,909,138	8.90	70.12
Total benefits	1,971,362	2.58	107.62	5,570,697	7.29	69.11	7,542,059	9.87	76.54
Total costs	4,777,190	6.25	261.99	2,704,276	3.54	33.68	7,481,466	9.79	75.93
Net benefits	- 2,805,828	- 3.67	- 154.38	2,866,421	3.75	35.43	60,593	0.08	0.61
Benefit-cost ratio	0.41	0.41	0.41	2.06	2.06	2.05	1.01	1.01	1.01

Source: Maco et al., 2003

1. Energy Savings

Because of San Francisco's moderate summer weather, potential energy savings from trees are lower than those that would be found in warmer inland locations. Electricity and natural gas saved annually from both shading and climate effects total 651 MWh and 1,646 Mbtu, respectively, for a total retail savings of $ 85,742 ($0.87/tree).

2. Greenhouse Gas Sequestration

Citywide, public trees sequestered 611 tons of the greenhouse gas carbon dioxide. The same trees offset an additional 71 tons through reductions in energy plant emissions.

Private trees have an annual net sequestration rate of approximately 1,660 tons and reduced emissions by another 186 tons. The combination of these savings is valued at $37,907 ($0.38/tree) annually.

3. Air Pollutant Uptake
Annual air pollutant uptake by tree foliage (pollutant deposition and particulate interception) was 12.5 tons combined. The total value of this benefit for all street trees is $189,375, or about $1.92/tree.

Because of the relatively small avoided hydrocarbon emissions benefit at power plants due to energy savings, and the fact that many species have high biogenic volatile organic compound (BVOC) emission rates, trees had a negative net impact on avoided pollutant emissions—causing more harm than good. The net *cost* of avoided and BVOC emissions was valued at approximately $135,000, or $1.37/tree.

4. Storm Water Abatement
The ability of San Francisco's street trees to intercept rain—thereby avoiding storm water runoff—is substantial, estimated at 13,270,050 ft^3 annually. The total value of this benefit to the city is $467,000. These values ranged by district and population subset. Citywide, the average street tree intercepted 1006 gallons, valued at $4.73, annually. Thus, street trees were found to provide a particularly important function in maintaining environmental quality of San Francisco's important water resources.

5. Property Value Increase
The estimated total annual benefit associated with property value increases and other less tangible benefits is approximately $6.9 million, or $70/tree on average. London plane ($146/tree), blackwood acacia ($110/tree), and Chinese elm ($361/tree) are on the high end, while New Zealand Christmas tree ($40/tree), evergreen pear ($23/tree), and maidenhair tree ($23/tree) average the least benefits.

Overall, annual benefits are determined largely by tree size, where large-stature trees typically produce greater benefits. For example, average small (lemon bottlebrush), medium (New Zealand Christmas tree), and large (blackwood acacia) broadleaf evergreen trees produce annual benefits totaling $16, $44, and $125 per tree, respectively.

6. Cost to Benefit
The street tree resource of San Francisco is a valuable asset, providing approximately $7.5 million ($77/tree) in total annual benefits to the community. However, approximately the same amount is spent on its upkeep (see below). With a Benefit-Cost Ratio (BCR) of 1.01, managers are faced with a fragile resource that requires strategic care to increase the BCR as the resource matures.

III. Urban Forestry Management and Funding:
Opportunities and Challenges

Currently, street trees in San Francisco are comprised of two distinct populations, those managed by The City's Department of Public Works (DPW) and those managed by

private property owners with or without the help of San Francisco's urban forestry non-profit, Friends of the Urban Forest (FUF). The trees in San Francisco's open spaces are managed in part by several other agencies, including Recreation and Parks Department, Golden Gate National Recreation Area, The Port of San Francisco, San Francisco Municipal Railway (MUNI), City College of San Francisco (CCSF), University of California (UCSF), and others.

Department of Public Works, Bureau of Urban Forestry
Total urban forest budget: $8,481,000

The Bureau of Urban Forestry regulates five areas related to urban forestry: tree maintenance and planting; landscape maintenance and installation; inspection, permitting and education; community right-of-way gardening; and sidewalk repair.

Tree maintenance and planting
In 2004, DPW directly planted 359 trees and contracted the planting of 1114 trees. About 30,000 street tree locations are maintained and planted by DPW Arborists, Laborers, and Environmental Service Workers. Maintenance includes pruning and removal. Planting includes weekly watering, weeding and adjusting stakes to ensure survival until trees are established. Tree crews also provide services to other agencies through interdepartmental work orders.

Landscape maintenance and installation
There are over 200 acres of landscaped medians, other rights-of-way locations, and civic plazas that are maintained by crews of Gardeners, Laborers and Environmental Service Workers. Maintenance includes trash pickup, weeding, hedging and pruning, and irrigation as needed. Landscape installation includes planting, installation of irrigation systems, weed fabric and mulch. Landscape crews also provide services to other agencies through interdepartmental work orders.

Inspection, permitting and education
DPW is responsible for processing all permits for street tree planting and removal, as well as inspection for tree maintenance and sidewalk repair needs. The Urban Forester and Arborists inspect locations, update and track databases for tree work and permits, distribute educational materials, and attend community meetings to better inform the public and decision makers regarding street tree maintenance and planting.

Community right-of-way gardening
There are many locations where the street right-of-way has not been improved, typically on hillsides, and neighboring residents plant and tend community gardens. DPW supports these gardens through technical assistance and providing resources such as a water source and wood chips.

Sidewalk repair
DPW crews of Cement Masons, and Laborers repair sidewalks lifted by tree roots of DPW-maintained street trees. Cement crews also provide services to other agencies through interdepartmental work orders.

DPW is required to implement and enforce multiple municipal, state and federal codes.

- Article 16 of the Public Works Code, which includes permitting for street tree planting and removal, and enforcing fines for tree damage and unauthorized removals.
- California State Title 24 and the American with Disabilities Act (ADA) requirements regarding pedestrian accessibility of sidewalks in regard to street trees and tree related sidewalk damage.
- Planning Code Section 143 requiring a street tree for every 20 feet of sidewalk in certain land use and permit situations.
- DPW Order 169,946 and ISCOTT guidelines for street tree placement and maintenance.

Funding

The DPW urban forestry budget comes from a variety of sources including sales tax, interdepartmental work orders, California gas tax, and the Transportation Development Act (TDA).

Tree maintenance, permitting and inspection

$635,000	Sales tax
$565,000	Interdepartmental work orders
$1.7 million	State gas tax

Tree planting budget

$588,000	Sales tax

Landscape maintenance

$942,000	Interdepartmental work orders
$3.3 million	State gas tax

Sidewalk repair

$636,000	Sales tax
$115,000	TDA

Challenges

The main challenge is reliable and adequate funding for maintenance of street trees and landscaped medians. Currently, the tree crews are able to respond to emergencies and requests. On average, trees are visited once every 7 years, but the Street Action Plan by the Urban Forest Council states that each tree needs maintenance every 3 years. In order to implement a regular maintenance routine that would maximize tree health and longevity, improve the appearance of trees, minimize conflicts with infrastructure and public hazards, the tree crew would have to be doubled in size to about 36 crews.

Landscape maintenance is equally understaffed and many areas are not weeded or mowed on a regular basis. To provide adequate landscape maintenance for medians and interdepartmental clients, the gardening crew would have to increase from 27 to 44 Gardeners.

There is about a 5-year backlog of sidewalk repair around DPW-maintained street trees that would require another $5 million to complete. In addition, the current level of annual funding for street tree related sidewalk repair is insufficient; the existing funding needs to be doubled to $1 million. Finally, recent decisions by the City Attorney's Office have made street trees and sidewalks adjacent to SFUSD, CalTrans, and other State and Federal properties the responsibility of DPW, thus greatly increasing the demands on tree and sidewalk repair crews.

Friends of the Urban Forest (FUF)

Total organizational budget: $1,098,543

Friends of the Urban Forest is a nonprofit volunteer-oriented organization that coordinates neighborhood plantings, provides young tree maintenance and various training and education programs. In the last year, Friends of the Urban Forest planted 1041 trees and tended to 4000 trees in the public right-of-way. Property owners throughout the city are responsible for maintaining 80,000 trees, and FUF offers technical support and advice to help them. The DPW Bureau of Urban Forestry funds FUF street tree planting and tending programs.

The organization fulfilled its goal of planting 1000 new trees in 2005. In addition to their planting goals, they have other annual responsibilities in relation to the urban forest. FUF is committed to complete the following:

- 1,300 two-month maintenance visits
- 1,200 eight-month maintenance visits
- 1,500 three-year maintenance visits
- 2,100 emergency tree calls
- 6,000 tree care reminders (postcard mailings)
- 47 educational seminars (includes pre-planting community meetings)
- 6-8 pruning workshops (open to public)
- 1,500 advice line phone calls
- 31 tree care establishment leaders trained (for community plantings)
- 36 members of Youth Tree Care Program (education, training, employment)
- 4 tree tours for the public

Funding

The annual budget of Friends of the Urban Forest is $1,098,543 and the organization obtains funding from diverse sources. The Department of Public Works provides $309,000 for street tree programs and the Department of the Environment contributes $15,000 for underground advertising. The State of California Proposition 21 yields $29,863. Foundation grants to FUF are $29,863 and private donations are $59,715.

Management Challenges

The Friends of the Urban Forest would like to raise funds in order to bring the price of a tree down to $75.00, which would enable expansion of the program into lower-income areas (see **I.A.2. Street Tree Distribution: An important environmental justice issue**). With the continued loss of municipal funding, the organization has been forced to raise the cost to $150.00 per tree. Additional funding would also allow for increased

tree maintenance efforts.

FUF strives to impart an understanding on the part of the city leaders of the numerous city-wide benefits of the urban forest, an understanding of the urban forest as green infrastructure, and a commitment to an acceptable level of secure, long-term municipal funding for street tree planting and maintenance.

Golden Gate National Recreation Area (GGNRA) is managed by the National Park Service. This area encompasses Fort Mason, Presidio Area A (coastal), Land's End, Sutro Heights Park and Fort Funston. Golden Gate National Recreation Area conducts tree pruning and removal if necessary. As a federal agency, GGNRA is required to complete project planning under NEPA, the National Environmental Policy Act.

Funding
Golden Gate National Recreation Area has a $100,000 budget for urban forest management in San Francisco. The agency receives federal funding through the Federal Fee Demonstration program and other deferred maintenance project funds. Additional funding comes from private donations and GGNRA is investigating foundation grants.

Challenges
There is often insufficient funding to implement forestry management plans.

Laguna Honda Hospital (LHH) is located at the approximate geographic center of San Francisco on 62 acres. The 1200 bed hospital has provided long-term care for over 135 years and is surrounded by aesthetically appealing mature vegetation. At present, the vegetation at LHH is comprised of eucalyptus forest, grasslands, manicured lawns and horticultural plantings. The hospital campus offers safe and beautiful trails to staff and the public, which are accessible by mass transit and private vehicles. The hospital is required to issue Environmental Impact Reports.

Funding
The City provides one FTE gardener for Laguna Honda Hospital. The Recreation and Park Department provides $10,000 of tree pruning. Lastly, for planting and sidewalk repair, LHH receives about $4,000 annually from the City.

Challenges
The greatest need is manpower and funding to maintain existing trees and improve open space. Mature trees, particularly the large eucalyptus tree groves, are approaching the end of their average life spans. Basic forest management, such as selective thinning and hazardous tree removal would enhance and protect the existing forest and wildlife communities, as well as the recreational experience on the site. In addition, there are many ecological restoration possibilities for the woodland, grassland and creek areas. Historically, this area (Florida Valley) supported a creek and riparian habitat. Possible projects range from small and inexpensive to large and costly. Finally, trail improvements could include linkages between disconnected trails, additional landscaping, signs and/or paved surfaces.

The Port of San Francisco
Total organizational budget: $51,700,000
Total urban forestry budget: $156,320

The Port of San Francisco is responsible for managing 7.5 miles of the San Francisco shoreline stretching from Hyde Street Pier in the north to India Basin in the south. The Port's responsibilities include promoting maritime commerce, navigation, fisheries, restoring the environment and providing public recreation. Within the Port's management framework, the Maintenance Department is responsible for the care of all street and park trees within the Port's jurisdiction.

The Port adheres to the following policies

1) City and County of San Francisco, Department of the Environment - Integrated Pest Management Program (Legislation Chapter 39, Section 39.6)
2) Bay Conservation Development Commission Guidelines – Objective number 3
3) Department of Public Works Bureau of Urban Forestry – Tree planting and removal Policies 169 and 946.

Please note: Bay Conservation Development Commission Regulation Number 3 mandates that large trees (over 20 ft tall) cannot obstruct the view of park waterfront.

The Port has two gardeners and one gardener is participating in the Friends of Urban Forestry (FUF) training and pre-examination education program leading to an Arborist license. The Port has the following licensing and certification available through Port Gardeners: Arborist (1) and Qualified Applicators Certificate (2).

Currently the gardeners maintain 718 trees, which include 300 recently planted *Heteromeles arbutifolia* in the Herons Head Park wetlands restoration project at the South East Community. Maintenance actions include pruning, watering, amending, irrigation, pest control and planting. The Port is also involved with a state funded San Francisco State University project called the Pond Project at our Warm Water Cove Park located at the foot of 24th Street. The Port is monitoring this project, which includes the planting of two cloned Black Walnut trees.

Funding
The total urban forestry budget is $156,320, which comes from several sources. Port of San Francisco Maintenance Department Budget is $97,860 and the Port of San Francisco Planning Department Budget is $12,000. The Port has a grant agreement with San Francisco Conservation Corps (SFCC) that contributes $40,000. Finally, the San Francisco Redevelopment Agency provides $6,460 for Rincon Park.

Challenges
Port of San Francisco trees and vegetation face severe health challenges. Considering the harsh environment, especially along the south waterfront, most trees planted cannot survive the winds, sea salt, pollution, lack of irrigation, and vandalism.
The Port would like to develop an urban forestry plan that includes pruning, watering and planting cycles. The acquisition of additional staff, materials and supplies is necessary to support urban forestry and greening related activities. Another goal is to integrate the

San Francisco Conservation Corps into the Port's maintenance program. The implementation of these projects depends on available funding.

The San Francisco Unified School District (SFUSD)
The San Francisco Unified School District maintains 2400 trees on 400 acres of property. The Department of Public Works requires the SFUSD to replace or remove trees growing in sidewalk basins along school property.

Funding
The San Francisco Unified School District has a mature tree maintenance budget of $50,000, and a landscaping budget of $1.3 million, which includes equipment, salaries and benefits for fourteen gardeners, one truck driver, and the Landscape Department Supervisor. The Department of the Environment provided a $4164 grant to purchase a wood chipper. The SFUSD also receives volunteer assistance with tree planting and maintenance from Friends of the Urban Forest and neighborhood groups.

Challenges
The district's Landscape Department is under funded and they do not have arborists on staff. Large trees on school property are aging and there is a need to plant young replacement trees. Also, pine pitch canker and bark beetles are adversely affecting pine trees. Although the SFUSD would like to reforest their property, they lack money and staff. They appreciate volunteer contributions, but these efforts are inconsistent. Finally, the district would like to ensure that new trees planted in and around schools are appropriate for the space as they are concerned about trees pulling up sidewalks and posing safety hazards.

Treasure Island Development Authority (TIDA)
The Treasure Island Development Authority (TIDA) is incorporated as the local managing agency for Treasure Island. The Treasure Island Development Authority and the United States Navy have a Cooperative Agreement for the management of former Naval Station Treasure Island. As the current caretaker, TIDA is responsible for the grounds maintenance and landscaping on Treasure Island (TI) and Yerba Buena Island (YBI). TIDA contracts this service through the landscaping division of Rubicon Programs. In turn, Rubicon performs maintenance and landscaping services and reports back to TIDA on any issues that fall outside its scope of basic daily maintenance and upkeep.

There are a variety of species of trees on the two Islands, with the majority of the species concentrated on Yerba Buena Island. Palm trees are the second largest individual tree stock on Treasure Island after the olive trees. Treasure Island has miscellaneous landscaping trees that are not identified. Tree species on the islands include, but are not limited to:

- Coast Live Oak (YBI)
- Coast Redwood (YBI)
- Cedar (Port Orford) (YBI)
- Cypresses (Sawara false/smooth Arizona/Monterey) (YBI)
- Pines (Canary Island/Aleppo/Italian stone/Monterey) (YBI)

- Eucalyptus (YBI)
- English Yew (YBI)
- Lemon (YBI)
- Bottlebrush (TI)
- Pine (TI)
- Palm (TI)

Currently TIDA does not operate under any urban forest policies. However, the TIDA Draft Sustainability Plan includes policies and guidelines for future development of Treasure Island and it is a working component of the overall Redevelopment Plan for both islands.

Funding
The Treasure Island Development Agency has a total operating budget of $10,000,000 and $800,000 is allotted for the tree and landscaping contract with Rubicon Landscaping. A private individual maintains 125 olives trees through an agreement with TIDA and Rubicon.

Challenges
One challenge is keeping trees healthy and devoid of pests and disease. Another is planning for long-term sustainability of the existing trees and new trees and vegetation envisioned as part of the long-term redevelopment project.

University of California, San Francisco
The Facility Management Department is responsible for planting new trees, and pruning and removing hazardous trees and limbs. This is done for public street trees in and adjacent to campus sites, campus open spaces, and Mount Sutro Open Space Reserve.

Funding
UCSF receives money from the State of California under the Operations and Maintenance Funding for Grounds Budget and part of this funding is used for tree maintenance.

Challenges
UCSF has the responsibility for removing hazardous trees and limbs from Mount Sutro Open Space Reserve. Also, they continue to landscape the new Mission Bay Campus, which requires funding for implementation and maintenance.

Agencies and Organizations that chose not to participate in the 2005 UFC Annual Report survey:

Presidio Trust
SF City College
SF General Hospital
SF Housing Authority
SF International Airport
SF Municipal Railway (MUNI)
SF Planning

SF Police
SF Public Health
SF Public Utilities Commission
SF Recreation and Park Department
SF Redevelopment Agency
SF Transportation Authority

IV. Urban Forest Policies

The Urban Forest Council has worked on a broad range of policy initiatives in the past year. The Council recommended preserving landmark trees and street planting sites throughout San Francisco. In terms of best management practices, the Council drafted pruning guidelines for city workers, contractors and the private green industry; this pruning information was also adapted for the public. Finally, the Urban Forest Council has created a Street Tree Action Plan as well as a long-term Comprehensive Urban Forest Management Plan.

Landmark Tree Ordinance
In 2005, the Urban Forest Council (UFC) developed recommendations for the scope, structure and criteria of a tree protection ordinance in San Francisco. The Council recognized the environmental, economic and social contributions of urban trees. Furthermore, members ascertained a need to protect notable and large trees from removal and injury throughout the city. Through discussion and research on existing tree protection legislation in other cities, members developed a nomination process, criteria, an appeals process, enforcement and penalties.

Under the nomination process, any resident, property owner or city employee would be able to nominate a tree for landmark status. In designating a landmark tree, the UFC would consider criteria such as size, age, rarity, visual prominence, cultural value, historical significance, ecology and location. A subcommittee and an independent arborist would vet nominations, and the full Council would review and recommend landmark trees. There are provisions for an appeal process in the event a property owner objects to the nomination.

The outcome is that designated landmark trees would be protected from removal unless they were hazardous or blocking home construction within the existing building footprint. The Planning Department, in consultation with an arborist, would regulate activities related to landmark trees. One requirement would be mapping and protecting trees during construction or development. The Department of Building Inspection would check on the condition of landmark trees along with newly planted trees. Fines for violations would be based on a tree's value.

Subsequently, Supervisor Daly's staff created a Significant Tree Ordinance (File No. 050689), which would amend the Public Works Code. The ordinance included many of the aforementioned components although there are unique aspects e.g. the minimum

size criteria for significant trees. However, this proposed legislation is under review by the City Operations and Neighborhood Services Committee

Pruning Standards
The creation of uniform pruning standards is one aspect of the Street Tree Action Plan. The first objective is to have consistent and precise guidelines for city agencies, contractors and "green industry" workers. A second component is introducing the general public to proper pruning concepts in order to increase their understanding and explain the importance of hiring a certified arborist.

The professional pruning standards are based on tree care standards developed by the American National Standards Institute (ANSI) and the International Society of Arboriculture (ISA). Research on pruning standards in other cities has yielded some examples and templates that were applied to the San Francisco standards. Certain concepts are highlighted due to their importance and practicality; for example, 25% is the maximum amount of live foliage to be removed from a tree each year. The Council will review the standards and share them with related agencies prior to their adoption. These standards will be completed in 2005.

Public pruning information will be available as a print brochure and on the SF Environment web site. The Department of the Environment staff created the public information in consultation with urban foresters, and it includes pruning concepts and instructions, pruning equipment, and the importance of hiring a professional arborist. This brochure will be published in fall 2005.

PG&E Utility Undergrounding
Pacific Gas & Electric (PG&E) is in the process of moving aboveground utility wires to below street level. The stated projection is that 42 miles of utility wires will be moved by 2006. One consequence of this process has been the loss of tree planting sites, for example in Bernal Heights. The installation of sidewalk boxes and underground utility wires can displace soil volume for trees. However, this loss is avoidable and decreases the number of trees that can be planted in the future. Thus, the Urban Forest Council and the Board of Supervisors passed resolutions recommending that tree planting sites be preserved during the undergrounding process. There were no enforcement details in the Board of Supervisors resolution, but the Department of Public Works (DPW) has the legal authority to direct PG&E on where to place its utilities.

Since the resolutions passed, PG&E has preserved some street tree planting sites and displaced others. In fact, many contractors and subcontractors have contacted the DPW Bureau of Urban Forestry for walkthroughs and advice for retaining planting sites; prior to the BOS resolution, few contractors consulted DPW on the tree planting sites. Unfortunately, there is no comprehensive information on the number of planting sites preserved and lost. Terry Milne of the Urban Forest Council Committee and Bernal Heights Tree Committee informally surveyed 14 blocks in Bernal Heights. Milne estimates that 60 percent of potential and existing tree spaces remained after undergrounding while 40 percent were lost. He also observed that some blocks with existing street trees were untouched.

Street Tree Action Plan

As an initial phase of the Comprehensive Urban Forest Plan, the Urban Forest Council recently submitted to the Mayor and Board of Supervisors a 4-point *Street Tree Action Plan* that:

1. Establishes guidelines for pruning and other maintenance, planting, and removal activities for all City agencies and property owners responsible for street trees.
2. Increases education for both homeowners and City crews on proper tree care while simultaneously increases enforcement of Article 16 of the Public Works Code, which specifies penalties for injuring street trees.
3. Increases the planting of new street trees to 5,000 annually for 20 years and provides dedicated maintenance for these trees
4. Reduces the maintenance cycle of existing street trees from 7 years to 3 years.

Progress on the Comprehensive Urban Forest Plan
Since December 2003, The Urban Forest Council has focused the majority of its monthly meetings on the development of a Comprehensive Urban Forest Management Plan. A long-term management plan is crucial for sustaining a healthy and safe urban forest. This plan describes a vision statement and measurable objectives. It will provide a foundation for planting, maintenance, reforestation, removals, policy, community stewardship and funding. It will encourage collaboration between multiple agencies and support their existing mandates. Written in collaboration with the Planning Department, segments of the Urban Forest Plan will provide conforming amendments to The City's General Plan.

The Urban Forest Plan will serve many stakeholders including city departments, community organizations, other entities that manage San Francisco's trees, and the general public. Ultimately, it will ensure that all San Franciscans reap the benefits of a healthy urban forest while providing significant financial savings for the City through regular tree maintenance and long-term planning.

The Urban Forest Council has commissioned Dr. Jim Clark of HortScience Inc. to write an Urban Forest Plan. Having worked with many municipalities and institutions on management plans, Dr. Clark brings years of experience to this project. Throughout the writing of this plan, the Planning Committee has provided feedback and guidance to Dr. Clark. At present, a second draft of the plan is being revised.

Works Cited

David Binder Research. 2005. *San Francisco Voter Survey* 4 pages.

Maco, Scott E., McPherson, E. Gregory, Simpson, James R., Peper, Paula J. and Xiao, Quingfu. 2003. *City of San Francisco, California: Street Tree Analysis.* Center for Urban Forest Research USDA Forest Service Pacific Southwest Research Station c/o Department of Environmental Horticulture University of California Davis and Department of Land, Air, and Water Resources University of California Davis. 115 pages. http://cufr.ucdavis.edu/products/cufr427_SF%20STA%20Final.pdf

Nowak, D.J., Hoehn, R.E., Crane, D.E., Stevens, J.C., Walton, J.T. and Harte, A. 2005. *Assessing Urban Forest Effects and Values: San Francisco's Urban Forest*. USDA Forest Service Northeastern Research Station: Syracuse. 22 pages.

Sullivan, Michael. May 2004. Survey of 5 and 10 Year Old Trees Planted by FUF (Survey Conducted 1997-2001). Unpublished.

Agency or Project	Number of trees planted in 2004
Department of Public Works	359
Private property owner or contractor through DPW	377
Friends of the Urban Forest (with support from Department of Public Works)	737
Department of Recreation and Parks (reforestation)	1680
Capitol Improvement projects	
• 3rd Street Light Rail	347
• Sunnydale Ave.	13
• Broadway streetscape	37
• Willow St.	15
• Van Ness	35
• Octavia	298
• Ocean Blvd.	174
Port of San Francisco (reforestation)	300
Presidio Trust (reforestation)	673
TOTAL	**5045**

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GAVIN NEWSOM
Mayor

JARED BLUMENFELD
Director

MEETING DATE: September 9, 2005 **ITEM NO. 3**

URBAN FOREST COUNCIL

AGENDA PACKET CONTENTS LIST*

☒ Urban Forest Council 2005 Annual Report

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***This list reflects the explanatory documents provided.**

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Director

MEETING DATE: September 9, 2005 **ITEM NO. 4**

URBAN FOREST COUNCIL

AGENDA PACKET CONTENTS LIST*

☒ Resolution R-2005-04-UFC Tree Disclosure Statement

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11 Grove Street, San Francisco, California 94102
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[RESOLUTION NO. 000-00-UFC Tree Disclosure Statement

RECOMMENDING THAT THE PLANNING DEPARTMENT REQUIRE A TREE DISCLOSURE STATEMENT AS PART OF ALL BUILDING PERMIT APPLICATIONS THAT INCLUDE EXTERIOR WORK, DEMOLITION OR GRADING.

WHEREAS, San Francisco has a relatively small percentage of large trees of high value, as documented by recently completed surveys (UFORE, 2005), and

WHEREAS, it takes many years for a tree to grow to a significant size and character; and,

WHEREAS, Significant, valuable trees are frequently cut down for small and large developments with inadequate public process, and.

WHEREAS, it is a tremendous loss to the surrounding neighborhood when such trees are cut down; and,

WHEREAS, it is incumbent on the City to ensure and promote preservation of the existing tree canopy cover within the City Limits, and

WHEREAS, properly identifying and mapping all trees within a proposed construction site is the first step in preserving these trees; and,

WHEREAS, promoting standards of maintenance required for the protection of the City's urban forest during and after demolition and construction is an effective way to ensure and promote preservation of such trees;

NOW, THEREFORE, BE IT RESOLVED that the Urban Forest Council recommends that that San Francisco Planning Department require that all building permit applications that include exterior work and all demolition or grading permit applications include a complete tree disclosure statement (see Exhibit A: example from City of Palo Alto); and,

BE IT FURTHER RESOLVED, the Urban Forest Council recommends that the Planning Department actively ensure and promote the survival of trees during construction events by providing protection standards and best management practices (see Exhibit A: example from City of Palo Alto); and.

BE IT FURTHER RESOLVED, the Urban Forest Council recommends that before development plans are approved by the Planning Department, that the Developer agrees in writing to: a) inform all contractors of the City's requirement to preserve and protect significant/and or landmark trees; and b) to provide the best management practices procedures so that all parties to the development are held accountable for tree preservation and their protection during and after development; and,

BE IT FURTHER RESOLVED, The Planning Department shall establish and maintain an up-to-date file of all "Tree Disclosure Statements", and make copies available to the public upon request, as governed by the City's Sunshine Laws.

I hereby certify that this resolution was adopted by the Urban Forest Council at its regular meeting on September 9, 2005.

Monica Fish, Council Secretary

VOTE:

Ayes:

Noes:

Absent:

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GAVIN NEWSOM
Mayor

JARED BLUMENFELD
Director

MEETING DATE: September 9, 2005 **ITEM NO. 5**

URBAN FOREST COUNCIL

AGENDA PACKET CONTENTS LIST*

☒ Resolution R-2005-03-UFC Supporting community-based permeable landscaping projects

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[Supporting community-based permeable landscaping projects]

Resolution in support of the work of Plant*SF, Sidewalk Pocket Park Gardens and other projects that promote community-based permeable landscaping and public open-space gardens located on public rights-of-way.

WHEREAS, permeable landscaping has numerous environmental benefits including stormwater management, air filtration and wildlife habitat; and,

WHEREAS Creating sidewalk gardens is a meaningful way to increase community participation and stewardship; and,

WHEREAS The presence of beautiful public space encourages people to walk, spend time outdoors, and interact; and,

WHEREAS Plant*SF and Sidewalk Pocket Park Gardens incorporate community development, environmental design and public health into projects with numerous benefits; now, therefore, be it

RESOLVED, The Urban Forest Council wishes to express its strong support for the ongoing work of Plant*SF, Sidewalk Pocket Park Gardens and other projects that promote community-based permeable landscaping and public open-space gardens located on public rights-of-way throughout San Francisco.

I hereby certify that this Resolution was adopted at the Urban Forest Council's Meeting on September 9, 2005.

Monica Fish, Council Secretary

VOTE:

Ayes:

Noes:

Absent:

SF Environment

GAVIN NEWSOM, MAYOR
JARED BLUMENFELD, DIRECTOR

CITY AND COUNTY OF SAN FRANCISCO
DEPARTMENT OF THE ENVIRONMENT

URBAN FOREST COUNCIL

Notice and Agenda

Friday, September 10th, 2004
10:00 a.m.
City Hall, Room 400
1 Carlton B. Goodlett Place
San Francisco, CA 94102

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Public comment will be taken before the Council takes action on any item.

1. Call to Order

2. Roll Call

3. **ACTION**: Adoption of minutes of the August 24th, 2004 Urban Forest Council Meeting. (Explanatory Document: Minutes of the August 24th, 2004 Urban Forest Council Meeting.)*

4. **PUBLIC COMMENT**: Members of the public may address the Council on matters that are within the Council's jurisdiction and are not on today's agenda.

5. **PRESENTATION**: An Update on MUNI's Tree Planting Plans for the 3rd Street Corridor. Drew Howard, MUNI Project Manager. Martha Ketterer, DPW Landscape Architect. Mr. Howard and Ms. Ketterer will discuss progress made on landscaping/tree planting plans for the 3rd Street Corridor Project.

6. **INFORMATION:** Urban Forest Coordinator Report Alexis Harte, Urban Forest Coordinator. Mr. Harte will provide updates on UFC administrative and programmatic operations relating to research, funding, outreach, contacts, communications, and other related activities.

7. **ACTION**: Consideration of Resolution 002-04-UFC Amendment of Urban Forest Council Bylaws (Explanatory Document: 002-04-UFC Amendment of Urban Forest Council Bylaws)

 - Resolution approving an amendment of the Council's Bylaws to change the Council's regular meeting schedule.

 Sponsored by: President Vietor
 Staff: Alexis Harte

8. **INFORMATION**: Urban Forest Council Committee Assignments. The UF Council will review recent committee assignments.

9. **ACTION**: Approval of Urban Forest Council Annual Report to Mayor and Board of Supervisors. The Urban Forest Council will vote to approve the submission of its Annual Report to the Mayor and Board of Supervisors. Staff: Alexis Harte (Explanatory Documents: Urban Forest Council Annual Report to Mayor and Board of Supervisors)

10. **COMMITTEE REPORTS:**

 - Funding Committee
 Chair, Milton Marks
 Updates on the July, 2004 meeting. The next meeting will be on Tuesday, September 28, 2004 at 12:00 PM at 11 Grove Street.

 - Planning & Policy Committee
 Chair, Paul Sacamano

Updates on the August, 2004 meeting. The next meeting will be on Thursday September 16th, 2004 at 4:00 PM at 11 Grove Street

11. Chair's Announcements: Francesca Vietor, Chair, Urban Forest Council.

12. **INFORMATION:** New Business

13. Public Comment

14. Adjournment

Urban Forest Council
San Francisco Department of the Environment
City and County of San Francisco,
11 Grove Street
San Francisco, CA 94102

CITY AND COUNTY OF SAN FRANCISCO
DEPARTMENT OF THE ENVIRONMENT
URBAN FOREST COUNCIL

APPROVED MINUTES

Friday, September 10th, 2004
10:00 a.m.
City Hall, Room 400
1 Carlton B. Goodlett Place
San Francisco, CA 94102

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1. Call to Order: The meeting was called to order at 10:07 a.m.

2. Roll Call: Carolyn Blair, Jose Campos, Bonnie Fisher, Steve Griswold, Dr. Larry Costello, Dhaya Lakshminarayanan, Milton Marks, III, Terry Milne, Paul Sacamano, An Marie Rodgers and Michael J. Sullivan

3. **ACTION**: Upon motion by Member Milne and second by Member Lakshminarayanan the minutes of the August 24, 2004 Urban Forest Council Meeting were unanimously adopted.

4. **PUBLIC COMMENT**:

 - Katharine Howard expressed concern regarding the Recreation and Parks Department's plans to do surface improvements at the Music Concourse. Her concern is healthy trees may be removed, and that the construction process will damage existing trees.
 - John Nulty expressed concern that the City is sending notices to homeowners the either plant or fill tree basins. He also expressed outrage regarding the challenges to planting trees and the over pruning of trees in the Tendeloin.
 - David Baker discussed the challenges to planting trees in the Tenderloin. He also expressed outrage that a special tree in the Tenderloin area had been over pruned.

5. **PRESENTATION**: Drew Howard, MUNI Project Manager. Martha Ketterer, DPW Landscape Architect briefly discussed project progress emphasizing landscaping/tree planting plans for the 3rd Street Corridor Project. Of critical concern and challenge is ensuring that the trees will be properly maintained. Muni is in negotiations with DPW to do the required maintenance after the planting contractor's term has expired.

6. **INFORMATION:** Alexis Harte, Urban Forest Coordinator. Mr. Harte provided updates on UFC administrative and programmatic operations relating to research, funding, outreach, contacts, communications, and other related activities. Discussions ensued regarding the

 - David Dias announced that City College would be offering GIS software training at the Evans Street Campus beginning Fall 2005.
 - Katharine Howard of SPUR

7. **ACTION**: Consideration of Resolution 002-04-UFC Amendment of Urban Forest Council Bylaws

- Member Sullivan seconded by Member Blair motioned to approve the resolution to amend the Council's Bylaws changing the Council's regular meeting schedule as follows: Regular meetings shall be held bi-monthly on the second Friday of April, August, and December at 10:00 a.m., and on the third Tuesday of February, June, and October at 5:30 p.m. except in the case of a City-recognized holiday, when the meeting shall be held on the following Friday or Tuesday respectively of that month. Meetings shall be held at City Hall, 1 Dr. Carlton B. Goodlett, Jr., Place, Room 416, in the City and County of San Francisco. This information shall be posted on the Department of the Environment's website. Discussions ensued.

- Member Sullivan and second by Member Dhaya Lakshminarayanan motioned to amend the resolution to change the urban Forest Council's regular meeting time to the 4th Tuesday at 5:30 p.m. of the even numbered months. The motion failed in split vote of 5:5. FOR: M. Marks, J. Campos, L. Costello, D. Lakshminarayanan, M. Sullivan. AGAINST: C. Clair, B. Fisher, T. Milne, S. Griswold, and A. Rodgers. Member Sacamano excused himself from the meeting before this item was under consideration.

- The original motion was then reconsidered amending the third Tuesday to the fourth Tuesday. Approved 6:4 FOR: J. Campos, S. Griswold, M. Marks, L. Costello, D. Lakshminarayanan, and M. Sullivan AGAINST C. Blair, B. Fisher, A. Rogers, and T. Milne

- There were no comments from the public on the item.

8. **INFORMATION**: Urban Forest Council Committee Assignments. The UF Council will review recent committee assignments. --CONTINUED

9. **ACTION**: Upon motion by Member Milne and second by Member Fisher, the Urban Forest Council unanimously approved the submission of its Annual Report to the Mayor and Board of Supervisors. There were no comments from the public.

10. **COMMITTEE REPORTS:**

 - Funding Committee—Because the committee did not met, no report was given.
 - Planning & Policy committee—Because the Committee did not met, no report was given.

11. Chair's Announcements: Councilmember Milton Marks, III regrettably resigned. Council members thanked him for his service noting that he (Mr. Marks) would be sorely missed.

12. **INFORMATION:** New Business

 ► Mr. Milne asked staff could include a statement on the agenda regarding the Council's capacity to address comments from the public.

13. Public Comment: There were no comments from the public at this time.

14. Adjournment: The meeting was adjourned at 12 Noon.

SF Environment

GAVIN NEWSOM, MAYOR
JARED BLUMENFELD, DIRECTOR

CITY AND COUNTY OF SAN FRANCISCO
DEPARTMENT OF THE ENVIRONMENT

URBAN FOREST COUNCIL

Notice and Agenda

Tuesday, October 26th, 2004
5:30 P.M.
City Hall, Room 416
1 Carlton B. Goodlett Place
San Francisco, CA 94102

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SF Planning Department

Paul Sacamano
SF Department of Public Works

Alexis Harte
Urban Forest Coordinator

Emily D. Rogers
Council Secretary

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Public comment will be taken before the Council takes action on any item.

1. Call to Order

2. Roll Call

3. **ACTION**: Adoption of minutes of the September 10th, 2004 Urban Forest Council Meeting. (Explanatory Document: Minutes of the September 10th, 2004 Urban Forest Council Meeting.)*

4. **PUBLIC COMMENT**: Members of the public may address the Council on matters that are within the Council's jurisdiction and are not on today's agenda.

5. **INFORMATION:** Urban Forest Coordinator Report Alexis Harte, Urban Forest Coordinator. Mr. Harte will provide updates on UFC administrative and programmatic operations relating to research, planning, funding, outreach, and other related activities.

6. **ACTION*: Street Tree Action Plan***: The Council will vote to approve that the Street Tree Action Plan be forwarded to the Mayor and BOS. (Explanatory Document: Street Tree Action Plan)

 Sponsor: Council Member Sacamano
 Staff: Alexis Harte

7. **ACTION**: Consideration of Resolution 003-04-UFC Preserve Tree Planting Sites URGING THE BOARD OF SUPERVISORS OF THE CITY AND COUNTY OF SAN FRANCISCO TO ADOPT AN ORDINANCE TO PRESERVE SAN FRANCISCO'S TREE PLANTING SITES IN THE PUBLIC RIGHT-OF-WAY. (Explanatory Document: Preserve *Tree Planting Sites* Resolution 003-04-UFC)

 Sponsor: Council Member Rodgers
 Staff: Alexis Harte

8. **ACTION**: Consideration of Resolution No. 004-04-UFC DPW Urban Forestry Code RECOMMENDING CHANGES TO ENFORCEMENT SECTION 808 OF DPW URBAN FORESTRY CODE TO THE MAYOR AND THE BOARD OF SUPERVISORS OF THE CITY AND COUNTY OF SAN FRANCISCO. (Explanatory Document: Resolution No. 004-04-UFC DPW Urban Forestry Code)

 Sponsor: Council Member Sullivan
 Staff: Alexis Harte

9. **DISCUSSION**: Urban Forest Effects Model Data. The Committee will discuss the results of the Urban Forest Effects Model and formulate steps for distributing data to the public. (Explanatory Document: UFORE_Draft data Overall)

Staff: Alexis Harte

10. **COMMITTEE REPORTS:**

- Funding Committee
 Chair, Michael Sullivan
 Updates on the September, 2004 Meeting. The next meeting will be on Tuesday, November 30th, 2004 at 12:00 PM at 11 Grove Street.

- Planning & Policy Committee
 Chair, Paul Sacamano
 Updates on the October 21, 2004 meeting. The next meeting will be on Thursday November 16th, 2004 at 4:00 PM at 11 Grove Street

11. Chair's Announcements: Francesca Vietor, Chair, Urban Forest Council: Year-end review

12. **ACTION:** Nomination and Election of Vice-Chair

13. **INFORMATION:** New Business

14. Public Comment

15. Adjournment

Urban Forest Council
San Francisco Department of the Environment
City and County of San Francisco,
11 Grove Street
San Francisco, CA 94102

CITY AND COUNTY OF SAN FRANCISCO
DEPARTMENT OF THE ENVIRONMENT

URBAN FOREST COUNCIL

MINUTES

Tuesday, October 26, 2004
5:30 P.M.
City Hall, Room 416
1 Carlton B. Goodlett Place
San Francisco, CA 94102

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1. Call to Order: The meeting was called to order at 5:35 p.m.
2. Roll Call: Francesca Vietor, Carolyn Blair, Steve Griswold, Juan Carrasco, Terry Milne, Dr. Larry Costello, Bonnie Fisher, Michael J. Sullivan, Jane Herman, Kelly, Cornell, An Marie Rodgers, and Sacamano were present.

3. **ACTION**: Upon motion by Councilmember Milne the minutes of the September 10, 2004 Urban Forest Council Meeting were unanimously approved.

4. **PUBLIC COMMENT**: There were no comments from the public at this time.

5. **INFORMATION:** Alexis Harte, Urban Forest Coordinator provided updates on UFC administrative and programmatic operations relating to research, planning, funding, outreach, and other related activities.

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6. **ACTION:** Upon motion by Council Member Milne and second by Councilmember Blair the Street Tree Action Plan was unanimously adopted with minor amendments. Councilmember Sacamano will work with Mr. Harte to incorporate the amendments, Chair Vietor will review the finalized document before it is forwarded to the Board of Supervisors and the Mayor.

6/04

 - Public Comment :Jocelyn Cohen generally spoke in favor of the Street Tree Action Plan. She suggested that the Department of Public Works be responsible for a "beltway" of trees. She commended the Council for taking on the difficult task of quantifying the intangible intrinsic value of trees.

7. **ACTION**: Upon motion by Council Member Milne and second by Councilmember Blair Resolution 003-04-UFC Preserve Tree Planting Sites URGING THE BOARD OF SUPERVISORS OF THE CITY AND COUNTY OF SAN FRANCISCO TO ADOPT AN ORDINANCE TO PRESERVE SAN FRANCISCO'S TREE PLANTING SITES IN THE PUBLIC RIGHT-OF-WAY was unanimously adopted.
 - Public Comment: Allen Grossman stated that it was already in DPW's power to direct PG&E where to palc eits utilities and that this ordinance was therefore, unnecessary.

8. **ACTION**: Upon motion by Council Member Blair and second by Councilmember Costello Resolution No. 004-04-UFC DPW Urban Forestry Code RECOMMENDING

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CHANGES TO ENFORCEMENT SECTION 808 OF DPW URBAN FORESTRY CODE TO THE MAYOR AND THE BOARD OF SUPERVISORS OF THE CITY AND COUNTY OF SAN FRANCISCO was unanimously adopted with minor amendments. Once amendments are incorporated the resolution will be forwarded to the Mayor and the Board of Supervisors.

9. **DISCUSSION**: Urban Forest Effects Model Data. The Committee will discuss the results of the Urban Forest Effects Model and formulate steps for distributing data to the public.: This item was continued.

10. **COMMITTEE REPORTS:**

- Funding Committee: Chair, Michael Sullivan reviewed the discussions and activities of the September, 2004 Meeting. The next meeting will be on Tuesday, November 30, 2004 at 12:00 PM at 11 Grove Street.

- Planning & Policy Committee: Chair, Paul Sacamano reviewed the discussions and activities of the October 21, 2004 meeting. The next meeting will be on Thursday, November 16, 2004 at 4:00 PM at 11 Grove Street

11. Chair's Announcements: Francesca Vietor, Chair, Urban Forest Council noted that Council should prepare to conduct a yearend review of its accomplishments. She noted that there are two vacant seats on the Council and interested parties should apply.

12. **ACTION:** Nomination and Election of Vice-Chair: Paul Sacamano was elected to serve as the Vice Chair of the Urban Forest Council.

13. **INFORMATION:** New Business: No new Business was introduced.

14. Public Comment: There was no public comment at this time.

15. Adjournment: The meeting was adjourned at 8:13 p.m.

Adopted: January 28, 2005

SF Environment

GAVIN NEWSOM, MAYOR
JARED BLUMENFELD, DIRECTOR

CITY AND COUNTY OF SAN FRANCISCO
DEPARTMENT OF THE ENVIRONMENT
URBAN FOREST COUNCIL

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Special Meeting
Notice and Agenda

(This is a special meeting because it is not being held at its regularly scheduled time)

01-24-05P04:25 RCVD

Friday, January 28, 2005
10:00 am
City Hall, Room 400
1 Carlton B. Goodlett Place
San Francisco, CA 94102

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Francesca Vietor
Chair

Paul Sacamano, *SF Department of Public Works*
Vice Chair

Carolyn Blair
Jocelyn Cohen
Dr. Larry Costello
Bonnie Fisher

Jose Campos
SF Redevelopment Agency

Kelly Cornell
SF Recreation & Parks Department

Steve Griswold
Terry Milne
Dhaya Lakshminarayanan
Michael J. Sullivan

Jane Herman
SF Public Utilities Commission

An Marie Rodgers
SF Planning Department

Kelly Quirke

Alexis Harte
Urban Forest Coordinator

Monica Fish
Council Secretary

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Public comment will be taken before the Council takes action on any item.

Order of Business

AGENDA

Public comment will be taken before the Council takes action on any item.

1. Call to Order

2. Roll Call

3. **ACTION**: Adoption of minutes of the October 27th, 2004 Urban Forest Council Meeting. (Explanatory Document: Minutes of the October 27th, 2004 Urban Forest Council Meeting.)*

4. **PUBLIC COMMENT**: Members of the public may address the Council on matters that are within the Council's jurisdiction and are not on today's agenda.

5. **PRESENTATION*: DPW's 3-Year Greening Plan***: (Explanatory Document: ***DPW 3-Year Greening Plan***)

 Sponsor: Council Member Sacamano
 Presenter: Mohammed Nuru, DPW Deputy Director

6. **PRESENTATION**: Duke Energy Settlement: Arbor Day 2005 Plans. The Council will hear a presentation on the Duke Energy Settlement funds, as well as plans to use a portion of these funds for an Arbor Day Planting Event.

 Presenter: Alexis Harte

7. **PRESENTATION**: Update on the UFC Utility Under-grounding Resolution and Ordinance.

 Presenter: Members Terry Milne and An Marie Rodgers

8. **INFORMATION:** Urban Forest Coordinator Report Alexis Harte, Urban Forest Coordinator. Mr. Harte will provide updates on UFC administrative and programmatic operations relating to research, planning, funding, outreach, and other related activities.

9. **COMMITTEE REPORTS:**

- Funding Committee
 Chair, Michael Sullivan
 The next meeting will be on Tuesday, March 22th, 2005 at 12:00 PM at 11 Grove Street.

- Planning & Policy Committee
 Chair, Paul Sacamano
 Updates on the January 20, 2005 meeting. The next meeting will be on Thursday February 17th, 2005 at 4:00 PM at 11 Grove Street

10. Chair's Announcements: Francesca Vietor, Chair, Urban Forest Council:

11. **INFORMATION:** New Business

12. Public Comment

13. Adjournment

Disability Access

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Posted January 24, 2005

Urban Forest Council
San Francisco Department of the Environment
City and County of San Francisco,
11 Grove Street
San Francisco, CA 94102

CITY AND COUNTY OF SAN FRANCISCO
DEPARTMENT OF THE ENVIRONMENT
URBAN FOREST COUNCIL

DRAFT MINUTES

Friday, January 28, 2005
10:00 A.M.
City Hall, Room 400
1 Carlton B. Goodlett Place
San Francisco, CA 94102

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1. Call to Order: The meeting was called to order at 10:08 a.m.

2. Roll Call: Council Members Francesca Vietor (Chair), Paul Sacamano (Vice-Chair), Carolyn Blair, Jose Campos (arrived at 10:15 a.m.), Kelly Cornell, Dr. Larry Costello (arrived at 10:14 a.m.), Steve Griswold, Bonnie Fisher, Jane Herman, Terry Milne, An Marie Rodgers and Michael J. Sullivan.

 Absent: Council Member Dhaya Lakshminarayanan

3. **ACTION**: Adoption of minutes of the October 26th, 2004 Urban Forest Council Meeting. Upon motion by Council Member Rodgers, the minutes of the October 26, 2004 Urban Forest Council Meeting were unanimously approved. Absent: Council Members Campos and Costello.

4. **PUBLIC COMMENT** on matters that are within the Council's jurisdiction and are not on today's agenda.

 Public comment from Maryanne Kayiatos on the Department of Public Works (DPW's) 3-Year Greening Plan erroneously referring to all eucalyptus trees being slated for removal on Van Ness Avenue when she was assured by the Mayor and DPW that they would be retained.

PRESENTATION*: DPW's 3-Year Greening Plan*:

Sponsor: Council Member Sacamano
Presenter: Mohammed Nuru, DPW Deputy Director

Mohammed Nuru, Deputy Director, Department of Public Works (DPW) presented an overview of DPW's 3-Year Greening Plan discussing a three-year strategic plan.

Mr. Nuru confirmed that the Greening Plan would include activity in Mission Bay, that trees would not be adversely effected as part of the United Nations Plaza Plan, and that the Street Parks Program addresses planting in the Bernal Heights area. A discussion was held on how the Greening Plan and Street Tree Action Plan would move forward on a

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parallel track, the differences between the two plans, and whether the Plans were achievable.

The advantage of pursuing a Parcel Tax in 2006 was discussed. A recommendation was made to create a more focused street tree poll. Council Members expressed concerns about the removing and illegal pruning of trees at the Van Ness Corridor. Mr. Nuru stated that pruning standards would be studied and that the trees would not be removed unless they were unsafe to traffic. The situation would be assessed yearly.

Recommendations included:

- Preserving mature trees
- More landscaping and less cement
- Selecting varied, diverse species of trees
- Coordinating tree planting on medians.

Other topics discussed included the goal of how to achieve the planting of 5000 street trees a year and legislation for removal and pruning of trees on private property. The Council thanked Mr. Nuru for his presentation.

Public comment from Jocelyn Cohen expressing concern about the number of trees being lost to achieve the Greening Plan, automobile blight, mal-pruning, and tree grates. Recommendations were made to budget more for the actual tree instead of hardware, educate the citizens of San Francisco about trees, and to reconstruct and restore existing trees.

6. **PRESENTATION**: Duke Energy Settlement: Arbor Day 2005 Plans.
Presenter: Alexis Harte

Urban Council Coordinator Alexis Harte gave a presentation on the Duke Energy Settlement and plans to use a portion of these funds for an Arbor Day Planting Event for 2005 and 2006. Mr. Harte asked Council Members to forward project proposals by February 15 to place on the agenda for discussion at the February 22 meeting. Council Member Paul Sacamano discussed March 12 Arbor Day Plans including greening efforts in City communities, public outreach and education, and event coordination with other City departments.

Suggestions for the event included:

- Involving the Urban Forest Council by ordering logo t-shirts
- Urban Forest Council attendance at the event
- The Mayor presenting a Resolution from the Council on Arbor Day
- Dedicating a landmark historic tree
- Capturing ideas from the Bayview Hunters Point Revitalization Concept Plan for the southeast sector.

A discussion was held about settlement funds being used for planting maintenance and more emphasis on preservation. A request was made to place the proposed Resolution on the Planning and Policy Committee agenda for February 17.

7. **PRESENTATION**: Update on the UFC Utility Under-grounding Resolution and Ordinance.

 Presenter: Members Terry Milne and An Marie Rodgers

 Council Members Terry Milne and An Marie Rodgers gave an update on the proposed UFC Utility Under-grounding Resolution and Ordinance. The proposed Ordinance was presented to several of the Board of Supervisors members and Mayor's Office and may be introduced in the next month or six weeks. PG&E may not want to take on the project because of expense and safety issues. The project may cost money that is not allocated in the budget therefore requiring an Economic Impact Report. A request was made to place the topic of examining the cost issues to adopt this Ordinance and PG&E's cost estimates on the March 22 Funding Committee agenda.

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8. **INFORMATION:** Urban Forest Coordinator Report. Alexis Harte, Urban Forest Coordinator provided updates on UFC administrative and programmatic operations relating to research, planning, funding, outreach, and other related activities. The following topics were discussed:

 - Renewal of member terms and upcoming new members
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 - 2005-06 Urban Forest Program Budget
 - Planning Committee Social Assessment

 The following recommendations were made:

 - Place the Urban Forest Program Budget on the Funding Committee agenda in December or January of each year
 - Further the Landmark Tree Ordinance in time for World Environment Day
 - Produce certificates for nice trees

- Place the Landmark Tree Ordinance and the Planning Committee's Social Assessment on the Urban Forest Council's February 22 meeting agenda for discussion.

9. **COMMITTEE REPORTS**

 - Funding Committee Chair Michael Sullivan discussed the three most viable funding options for the Street Tree Action Plan that would include (1) a parcel tax fee, (2) set-aside fees, and (3) a general fund allotment. Suggestions were made to consider traffic and air quality impact fees and to check with the City Attorney's Office about how viable it would be to get rid of set-aside fees once established. A suggestion was made to create a chart showing what the property owner is paying now versus what they would pay to maintain a tree and tie it in with the value gained from the tree. A discussion was held on types of survey questions selected for the street tree poll.

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 Council Chair Vietor announced that February would be her last meeting and the process for finding a replacement. A discussion was held about establishing an Education and Outreach Committee either as a permanent or ad-hoc committee. A request was made to place subsequent meeting dates on future agendas and to include a public comment instructions section.

11. **INFORMATION:** New Business: No new business was heard at this time.

12. Public Comment: No public comment was heard at this time.

13. Adjournment: The meeting adjourned at 12:45 p.m.

The next meeting of the Urban Forest Council will be held on Tuesday, February 22, 2005 at 5:30 p.m.

Respectfully submitted by: Monica Fish, Council Secretary

CITY AND COUNTY OF SAN FRANCISCO
DEPARTMENT OF THE ENVIRONMENT
URBAN FOREST COUNCIL

APPROVED MINUTES

Friday, January 28, 2005
10:00 A.M.
City Hall, Room 400
1 Carlton B. Goodlett Place
San Francisco, CA 94102

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11. **INFORMATION:** New Business: No new business was heard at this time.

12. Public Comment: No public comment was heard at this time.

13. Adjournment: The meeting adjourned at 12:45 p.m.

The next meeting of the Urban Forest Council will be held on Tuesday, February 22, 2005 at 5:30 p.m.

Respectfully submitted by: Monica Fish, Council Secretary

Adopted: June 28, 2005

SF Environment

GAVIN NEWSOM, MAYOR
JARED BLUMENFELD, DIRECTOR

CITY AND COUNTY OF SAN FRANCISCO
DEPARTMENT OF THE ENVIRONMENT

URBAN FOREST COUNCIL

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Notice and Agenda

Tuesday, February 22, 2005
5:30 pm
City Hall, Room 416
1 Carlton B. Goodlett Place
San Francisco, CA 94102

90

2/05

Francesca Vietor
Chair

Paul Sacamano, *SF Department of Public Works*
Vice Chair

Carolyn Blair
Jocelyn Cohen
Dr. Larry Costello
Bonnie Fisher

Jose Campos
SF Redevelopment Agency

Kelly Cornell
SF Recreation & Parks Department

Steve Griswold
Terry Milne
Dhaya Lakshminarayanan
Michael J. Sullivan

Jane Herman
SF Public Utilities Commission

An Marie Rodgers
SF Planning Department

Kelly Quirke

Alexis Harte
Urban Forest Coordinator

Monica Fish
Council Secretary

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Public comment will be taken before the Council takes action on any item.

Order of Business

AGENDA

Public comment will be taken before the Council takes action on any item.

1. Call to Order

2. Roll Call

3. **ACTION**: Adoption of minutes of the January 28th, 2005 Urban Forest Council Special Meeting. (Explanatory Document: of the January 28th, 2005 Urban Forest Council Special Meeting.)*

4. **PUBLIC COMMENT**: Members of the public may address the Council on matters that are within the Council's jurisdiction and are not on today's agenda.

5. **PRESENTATION*: UFC Comprehensive Urban Forest Plan: An Update.*** Dr Clark will provide an update on progress towards a Comprehensive Urban Forest Plan for San Francisco

 Sponsor: Alexis Harte
 Presenter: Dr. Jim Clark, Hortscience Inc.

6. **PRESENTATION**: Duke Energy Settlement and Arbor Day 2005 Plans. The Council will hear a presentation on the Duke Energy Settlement funds, as well as plans to use a portion of these funds for an Arbor Day Planting Event. (Explanatory Document: **Duke Energy Settlement: *728 New Trees in Southeast San Francisco)***

 Staff Presenter: Alexis Harte

7. **PRESENTATION/POSSIBLE ACTION**: Update on San Francisco Tree Protection Legislation. Members and Cohen and Blair will provide an update on the process of strengthening San Francisco's tree protection legislation.

 Sponsor: Alexis Harte
 Presenters: Members Blair, Cohen

8. **INFORMATION:** Urban Forest Coordinator Report Alexis Harte, Urban Forest Coordinator. Mr. Harte will provide updates on UFC administrative and

programmatic operations relating to research, planning, funding, outreach, and other related activities.

9. **COMMITTEE REPORTS:**

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 Chair, Paul Sacamano
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10. Chair's Announcements: Francesca Vietor, Chair, Urban Forest Council:

11. **INFORMATION:** New Business

12. Public Comment

13. Adjournment

Public Comment

At this time, members of the public may address the Council on items of interest that are within the subject matter jurisdiction of the Council but are not on today's agenda. Public comment will be taken following each agendized item. Each member of the public may address the Council for up to three minutes, unless otherwise announced by the Chair. If it is demonstrated that the comments by the public will exceed 15 minutes, the Chair may continue Public Comment to another time during the meeting.

The Brown Act forbids the Council from taking action or discussing any item or issue not appearing on the posted agenda. This rule applies to issues raised in public comment as well. In response to public comment, not on an agendized item, the Commission / Council is limited to:

1. *Briefly responding to statements made or questions posed by members of the public, or*
2. *Request staff to report back on a matter at a subsequent meeting, or*
3. *Directing staff to place the item or issue on a future agenda (Government Code Section 54954.2(a).)*

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Other Important Information

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Urban Forest Council
San Francisco Department of the Environment
City and County of San Francisco,
11 Grove Street
San Francisco, CA 94102

Posted: 2/18/05

DRAFT: February 17, 2005

Duke Energy Settlement
768 New Trees in Southeast San Francisco

A Joint Proposal of:
SF Department of Public Works
SF Department of the Environment
February 17, 2005

I. Summary

This document sets forth a plan, schedule, and budget for the **$250,000** Duke Energy Settlement earmarked for planting trees in San Francisco neighborhoods most affected by electric power generation. San Francisco's Department of the Environment (DOE) and the Department of Public Works (DPW) are working together to develop and implement this program and have jointly developed this proposal. As a result of this project, **768** new trees will be planted and maintained in San Francisco's Bayview, Potrero Hill, and Visitacion Valley neighborhoods between March 12th and December 3rd, 2005.

II. Background

In February 2001, the City Attorney's Office filed a lawsuit, on behalf of the People of California, alleging unfair business practices against more than a dozen energy generators and sellers, including the Duke Energy Companies. The lawsuit alleged that the Companies unlawful conduct caused or contributed to price spikes in the wholesale electricity market and shortages of electricity that began in June 2000. As a result of the recent settlement, San Francisco received $500,000 to use for energy efficiency, renewable energy or environmental justice projects in areas affected by electric generation in San Francisco.

The settlement proceeds are to be used as follows: (1) $250,000 for purchasing and installing small scale solar power systems in non-profit organizations and homes of low-income homeowners in areas of San Francisco affected by electric generation. The Department of the Environment and the Public Utilities Commission are working together to develop and implement this program. (2) $250,000 for purchase and planting of trees in areas of San Francisco affected by electric generation. The Department of the Environment and the Department of PublicWorks are working together to develop and implement this program.

III. Planting Program: Arbor Day and Beyond

Phase 1: ***A Festive Arbor Day in the Bayview (240 New Trees)***
March 12th, 2005
DOE and DPW propose initially using $90,150 to sponsor a large festive March 12th Arbor Day event in the Bayview neighborhood that will result in the planting and maintenance of **240** new trees. The Project will be a joint undertaking of DOE, DPW, and Friends of the Urban Forest, as well as community partner like Alice Griffith/Double Rock Baptist Church and local schools such as Drew Elementary. DPW will plant 170 new trees on Ingalls Avenue and 30 within the Alice Griffith Development. In a coordinated, simultaneous event, Friends of the Urban Forest will also plant 35 trees on Bayview residential streets and 5 trees on streets fronting the Charles Drew Elementary

School. Both the DPW and FUF planting events are being supported by large-scale volunteer recruitment efforts currently underway.

The bulk of administrative costs (10%) allowed by the settlement agreement will be used to support the development and printing of posters, and brochures announcing the Arbor Day activities and providing information and outreach to the community. To maximize the number of trees planted, and the benefits of the Duke Settlement to the community, both the Department of Public Works and Friends of the Urban Forest are subsidizing the cost of planting on Arbor Day. To help inform the community about the link between trees and all pollution, all trees planted as part of the Duke Energy Settlement during and after Arbor Day will bear a label that states, "This tree provided through a settlement with energy generators to help offset air pollution and beautify the neighborhood."

In conjunction with the trees planted at Charles Drew Elementary School, DOE's School Education Program will give a school-wide assembly the week prior to the planting and will also conduct a range of urban forestry educational activities during Arbor Day including:

- Giveaway table for kids (kid fact sheets, pencils, lunch bags and t-shirts, and IPM bookmarks)
- Wonderful World of Worms station for kids (live worms and coloring activities)
- Make Your Own Planter station for kids and adults
- Fan 3 station for kids (sorting game and activity sheets)
- Students dressed as trees participating in the planting

PHASE 2: Maintaining a Presence
DPW and FUF Plantings after Arbor Day (528 New Trees)

After supporting the combined DPW and FUF Arbor Day activities, the remaining Duke funds will be used to "in-fill" (*218 trees total, 93 in Potrero Hill, 125 in Bayview*) on existing DPW-maintained streets, as well as to support ongoing FUF plantings in the Bayview (*120 trees*), Potrero Hill (*150 trees*), and Visitacion Valley (*40 trees*) between March and December 2005.

The DPW in-fill planting sites consist primarily of existing, yet empty, tree basins. Some of these basins still require work (either stump grinding, or cement repairs), while other basins are ready to plant, and therefore, do not require an additional cost of cement work built into the planting cost (see budget for breakdown). The sites are all located on existing DPW-maintained streets, which will help ensure they receive long-term care through DPW maintenance Program.

Friends of the Urban Forest will conduct a series of eight (8) community-based plantings in the Bayview, Potrero Hill, and Visitacion Valley neighborhoods between Arbor Day and December 3rd, 2005. FUF will also provide early tree care through both scheduled (at 18 and 36 months) and emergency visits as needed. Moreover, long-term care on these trees will be provided, in part, by FUF's Youth Tree Care Program, a well-established program that has provided job skills and on the ground tree care training to over 200 low-income youth over the last 10 years.

IV. Project Schedule

Date	Neighborhood	Number tree	Responsible
March 12	Bayview	240	FUF, DPW, DOE
Various in-fill	Bayview	125	DPW
Various in-fill	Potrero Hill	93	DPW
May 7	Bayview	50	FUF
July 9	Potrero Hill	40	FUF
July 16	Bayview	30	FUF
August 6	Visitacion Valley	40	FUF
September 3	Bayview	40	FUF
September 10	Potrero Hill	40	FUF
November 12	Potrero Hill	40	FUF
December 3	Potrero Hill	30	FUF

V. Project Budget

PHASE 1: Arbor Day Celebration

DPW Arbor Day Celebration

Item	Expense	Total Expense
(170) Ingalls St.[1] planting	$ 280	$47,600
(30) Alice Griffith Development	$ 280	$ 8,400
Administrative Costs (brochure and Poster development and printing		$ 21,250
Total DPW Arbor Day Costs		$ 77,250

FUF Arbor Day Celebration

Item	Expense	Total Expense
Community Outreach (Print materials + Staff)	$1,900	
(35) – Trees in Bayview neighborhood	$0	$0
(5) – Trees at Dew Elementary School	$0	$0
(40) – (1) day/month/2- yr. duration for Emergency Tree Care	$7,500	$7,500
(40) – 18-Month Tree Care Visit	$35	$1,400
(40) – 36-Month Tree Care Visit	$35	$1,400
Total FUF Arbor Day Cost		$12,200

Total Arbor Day Cost :	**$90,150**
Total New Arbor Day Trees:	**240**

[1] Virtually all of the basins on Ingalls street will have to be cut, and there will likely be some planter preparation in Alice Griffith Development, as well. In addition, these trees will each be planted with 4 supporting stakes, to minimize vandalism and damage by cars and car doors. Lastly, these trees will be 24" box.

Budget, cont.

PHASE 2: Maintaining a Presence

Additional Plantings in-fill on existing DPW-maintained streets

	# Trees	Cost per tree[2]	Total Cost
DPW existing sites without basin work	125	$315	$39,375
DPW existing sites with basin work or new basins	93	$435	$40,455
Total in-fill planting costs	218		$79,830

Additional FUF Plantings March 12,2005- December 3rd, 2005

Bayview Planting – May 7, 2005 – Planting (50) Trees		
Item	Expense	Total Expense
Community Outreach (Print materials + Staff)	$1,900	
(50) - Trees	$0	$0
(50) – (1) day/month/2- yr. duration for Emergency Tree Care	$7,500	$7,500
(50) – 18-Month Tree Care Visit	$35	$1,750
(50) – 36-Month Tree Care Visit	$35	$1,750
Total May 7th Tree Planting		**$12,900**

Potrero Hill Tree Planting – July 9, 2005 – Planting (40) Trees		
Item	Expense	Total Expense
Community Outreach (Print materials)	$1,900	$900
(40) - Trees	$2,000	$2,000
(40) – 2-Month Tree Care Visit	$1,400	$1,400
(40) – 18-Month Tree Care Visit	$35	$1,400
(40) – 36-Month Tree Care Visit	$35	$1,400
Total July 9th Tree Planting		**$7,100**

Bayview Tree Planting – July 16, 2005 – Planting (30) Trees		
Item	Expense	Total Expense
Community Outreach (Print materials + Staff)	$1,900	
(30) - Trees	$0	$0
(30) – (1) day/month/2- yr. duration for Emergency Tree Care	$7,500	$7,500
(30) – 18-Month Tree Care Visit	$35	$1,050
(30) – 36-Month Tree Care Visit	$35	$1,050
Total July 16th Tree Planting		$11,500

[2] (includes tree, stakes and ties)

Visitacion Valley Tree Planting – August 6, 2005 – Planting (40) Trees

Item	Expense	Total Expense
Community Outreach (Print materials)	$900	$900
(40) - Trees	$2,000	$2,000
(40) – 2-Month Tree Care Visit	$1,400	$1,400
(40) – 18-Month Tree Care Visit	$35	$1,400
(40) – 36-Month Tree Care Visit	$35	$1,400
Total August 6th Tree Planting		**$7,100**

Bayview Tree Planting – September 3, 2005 – Planting (40) Trees

Item	Expense	Total Expense
Community Outreach (Print materials + Staff)	$1,900	$1,900
(40) - Trees	$0	$0
(40) – (1) day/month/2- yr. duration for Emergency Tree Care	$7,500	$7,500
(40) – 18-Month Tree Care Visit	$35	$1,400
(40) – 36-Month Tree Care Visit	$35	$1,400
Total Sept. 3rd Tree Planting		**$12,200**

Potrero Hill Tree Planting – September 10, 2005 – Planting (40) Trees

Item	Expense	Total Expense
Community Outreach (Print materials)	$900	$900
(40) - Trees	$2,000	$2,000
(40) – 2-Month Tree Care Visit	$1,400	$1,400
(40) – 18-Month Tree Care Visit	$35	$1,400
(40) – 36-Month Tree Care Visit	$35	$1,400
Total Sept. 10th Tree Planting		**$7,100**

Potrero Hill Tree Planting – November 12, 2005 – Planting (40) Trees

Item	Expense	Total Expense
Community Outreach (Print materials)	$900	$900
(40) - Trees	$2,000	$2,000
(40) – 2-Month Tree Care Visit	$1,400	$1,400
(40) – 18-Month Tree Care Visit	$35	$1,400
(40) – 36-Month Tree Care Visit	$35	$1,400
Total Nov. 12th Tree Planting		**$7,100**

Potrero Hill Tree Planting – December 3, 2005 – Planting (30) Trees

Item	Expense	Total Expense
Community Outreach (Print materials + Staff)	$900	
(30) - Trees	$0	$0
(30) – (1) day/month/2- yr. duration for Emergency Tree Care	$7,500	$7,500
(30) – 18-Month Tree Care Visit	$35	$1,050
(30) – 36-Month Tree Care Visit	$35	$1,050
Total Dec. 3rd Tree Planting		**$11,500**

Total Phase 2 Cost:	**$156,330**
Total Phase 2 Trees:	**528**

Total Project Budget

Phase 1: Arbor Day Plantings- 240 Tree	**$ 90,150**
Phase 2: Post-Arbor Day Plantings- 528 Trees	**$ 156,330**
	$ 246,480
DOE Administrative:	**$ 3,520**
Project Total	**$ 250,000**

CITY AND COUNTY OF SAN FRANCISCO
DEPARTMENT OF THE ENVIRONMENT

URBAN FOREST COUNCIL

DRAFT MINUTES

Tuesday, February 22, 2005
5:30 P.M.
City Hall, Room 416
1 Dr. Carlton B. Goodlett Place
San Francisco, CA 94102

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1. **Call to Order**: The meeting was called to order at 5:30 p.m.

2. **Roll Call**: Council Members Francesca Vietor (Chair), Paul Sacamano (Vice-Chair), Carolyn Blair, Jocelyn Cohen, Dr. Larry Costello, Jane Herman, Kelly Quirke, An Marie Rodgers and Michael J. Sullivan. Excused: Council Members Campos, Cornell, Lakshminarayana, Fisher, Milne, and Griswold.

3. **ACTION**: Adoption of minutes of the January 28, 2005 Urban Forest Council Special Meeting. Draft Minutes of the January 28, 2005 meeting were unanimously continued to the special meeting of April 1, 2005. No amendments were recommended. No public comment was heard at this time.

4. **PUBLIC COMMENT**: Members of the public may address the Council on matters that are within the Council's jurisdiction and are not on today's agenda.

 No public comment was heard at this time.

5. **PRESENTATION**: ***UFC Comprehensive Urban Forest Plan: An Update.*** Dr. Clark will provide an update on progress towards a Comprehensive Urban Forest Plan for San Francisco.

 Sponsor: Alexis Harte
 Presenter: Dr. Jim Clark, Hortscience Inc.

 Sponsor Alexis Harte announced that Dr. Jim Clark was not able to attend today's meeting. The presentation was postponed for the next full Council meeting to accommodate Dr. Clark's schedule. One of the Council members would summarize the presentation for the Planning & Policy Committee meeting.

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6. **PRESENTATION**: Duke Energy Settlement and Arbor Day 2005 Plans.
Staff Presenter: Alexis Harte

The Council heard a presentation by Staff Presenter Alexis Harte on the Duke Energy Settlement funds, as well as plans to use a portion of these funds for a March 12 Arbor Day Planting Event. The "Duke Energy Settlement, Joint Proposal of San Francisco Department of Public Works and San Francisco Department of the Environment" was presented and discussed. The document sets forth a plan, schedule, and budget for the $250,000 Duke Energy Settlement for planting and maintaining trees in San Francisco neighborhoods most affected by electric power generation. A recommendation was made to consider planting a species diversity of trees.

The Recreation and Park Department as part of Arbor Day on March 12 is sponsoring an event to plant trees at Crocker Amazon from 9:00 a.m. to 1:00 p.m. Urban Forest Council members were asked to attend the event, plant a tree, or volunteer to staff a table. Brochures would be provided to Council members interested in attending.

The Commission on the Environment is scheduled to consider the Duke Energy Settlement Resolution at a Special Commission meeting on February 24, 2005 at 4:00 p.m., City Hall, Room 421.

7. **PRESENTATION/POSSIBLE ACTION**: Update on San Francisco Tree Protection Legislation.

Sponsor: Alexis Harte
Presenters: Members Blair, Cohen

Sponsor Alexis Harte advised of Supervisor Daly's interest in working with the Urban Forest Council to create a strengthened landmark tree Ordinance by April 1. Supervisor Daly's office created a generic draft Ordinance, but requested input from the Urban Forest Council as to recommendations for the process of protection, funding, and enforcement.

Members Cohen and Blair provided an update on the process of strengthening San Francisco's tree protection legislation. A revised draft Ordinance and Landmark & Protected Trees Criteria Draft were discussed. The Council was asked for recommendations to present to the Planning Committee for the meeting on March 17. A working group would be set up to discuss criteria for the draft legislation to bring to the Planning Committee meeting.

Public comment from Doug Wildman, Friends of the Urban Forest (FUF) supporting tax incentives for property owners and establishing goals.

Council Member Rodgers left the meeting at this time.

8. **INFORMATION:** Urban Forest Coordinator Report, Alexis Harte, Urban Forest Coordinator. Mr. Harte provided updates on UFC administrative and programmatic operations relating to research, planning, funding, outreach, and other related activities. The Council membership renewal process was discussed. April 5 is the date that terms expire and appointments/reappointments would be made.

 Coordinator Harte announced that the April 8 Council meeting would be rescheduled to April 1 at 10:00 a.m. to (1) approve the landmark tree legislation for recommendation to the Board of Supervisors; (2) to discuss the Comprehensive Plan, and (3) for David Binder's presentation on the Social Survey.

9. **COMMITTEE REPORTS:**

 - Funding Committee
 Chair, Michael Sullivan

 Chair Sullivan reported that the Funding Committee did not meet on January 25, 2005. A meeting was held with the Mayor to present the Urban Forest Street Tree Action Plan as well as funding alternatives discussed at the last Council meeting. The Mayor does not favor set-aside fees and presented the idea of Sunday parking fees to be used for trees. This issue would be discussed at the next Funding Committee meeting.

 The next meeting will be on Tuesday, March 22, 2005 at 12:00 PM at 11 Grove Street.

 - Planning & Policy Committee
 Chair, Paul Sacamano

 Updates on the February 17, 2005 meeting. The meeting was cancelled due to a lack of quorum. Chair Sacamano advised that the members present discussed the draft legislation for the San Francisco Tree Protection legislation.

 Member Sacamano advised that the Transit Authority would be making a 30% cut in sales tax funding for planting for fiscal year 2005/2006. A recommendation was made for the Council to prepare a Resolution to present at the next meeting recommending that the Transit Authority restore funding to 100%.

 The next meeting will be on Thursday, March 17, 2005 at 4:00 PM at 11 Grove Street.

10. **Chair's Announcements**: Francesca Vietor, Chair, Urban Forest Council. Chair Vietor announced that today would be her last meeting. She advised Mayor Newsom that he would be making an appointment to the seat. An election of officers would be scheduled appointing a new Chair. Chair Vietor was commended for her service on the Urban Forest Council and for being instrumental in passing the legislation to form the Urban Forest Council.

11. **INFORMATION:** New Business. A request was made to have a special May meeting. A recommendation was made to discuss at the next Council meeting whether the Urban Forest Council should meet monthly. The bylaws would have to be amended to reflect new meeting schedules.

12. **Public Comment**. No public comment was heard at this time.

13. **Adjournment.** The meeting adjourned at 7:47 p.m.

The next meeting of the Urban Forest Council will be a special meeting to be held on Friday, April 1, 2005 at 10:00 a.m., Room 400. The April 8th meeting would be cancelled.

Respectfully submitted by:

Monica Fish, Council Secretary

CITY AND COUNTY OF SAN FRANCISCO
DEPARTMENT OF THE ENVIRONMENT

URBAN FOREST COUNCIL

APPROVED MINUTES

Tuesday, February 22, 2005
5:30 P.M.
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1 Dr. Carlton B. Goodlett Place
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SAN FRANCISCO
PUBLIC LIBRARY

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Respectfully submitted by:

Monica Fish, Council Secretary

Adopted: April 1, 2005

SF Environment

GAVIN NEWSOM, MAYOR
JARED BLUMENFELD, DIRECTOR

CITY AND COUNTY OF SAN FRANCISCO
DEPARTMENT OF THE ENVIRONMENT
URBAN FOREST COUNCIL

Notice and Agenda
Special Meeting

(This is a Special Meeting of the Urban Forest Council because it is not being held on its normally scheduled date)

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Friday, April 1, 2005
10:00 am
City Hall, Room 400
1 Dr. Carlton B. Goodlett Place
San Francisco, CA 94102

Paul Sacamano, *SF Department of Public Works*
Acting Chair

Carolyn Blair
Jocelyn Cohen
Dr. Larry Costello
Bonnie Fisher
Kelly Quirke
Jose Campos
SF Redevelopment Agency

Steve Griswold
Terry Milne
Dhaya Lakshminarayanan
Michael J. Sullivan

Jane Herman
SF Public Utilities Commission

Kelly Cornell
SF Recreation & Parks Department

An Marie Rodgers
SF Planning Department

Alexis Harte
Urban Forest Coordinator

Monica Fish
Council Secretary

11 Grove Street, San Francisco, California 94102
www.sfenvironment.com
Telephone (415) 355-3709 Fax 554-6393 E-mail: SFUrbanForestCouncil@sfgov.org

Public comment will be taken before the Council takes action on any item.

Order of Business

AGENDA

Public comment will be taken before the Council takes action on any item.

1. Call to Order

2. Roll Call

3. **ACTION**: Adoption of minutes of the February 22nd, 2005 Urban Forest Council Meeting. (Explanatory Document: Minutes of the February 22nd, 2005 Urban Forest Council Meeting.)*

4. **PUBLIC COMMENT**: Members of the public may address the Council on matters that are within the Council's jurisdiction and are not on today's agenda.

5. **PRESENTATION:** What the David Binder Social Assessment Study tells us. The Council will hear a presentation on the findings of the David Binder Social Assessment. (Explanatory Document: SF Urban Forest Council Executive memo)

 Sponsor: Alexis Harte
 Presenter: Dr. David Binder, DB Research

6. **ACTION***:* Significant Tree Ordinance: The Committee will vote on whether to forward its recommendations on the Significant Tree Ordinance to Supervisor Chris Daly's Office (Explanatory Document: Recommendations on Landmark Tree Ordinance 4_1_05.doc (Word).

 Sponsor: Alexis Harte
 Presenter: Member Jocelyn Cohen

7. **INFORMATION:** Urban Forest Coordinator Report Alexis Harte, Urban Forest Coordinator. Mr. Harte will provide updates on UFC administrative and programmatic operations relating to research, planning, funding, outreach, and other related activities.

8. **COMMITTEE REPORTS:**

 - Funding Committee
 Chair, Michael Sullivan
 The next meeting will be on Tuesday, May 24, 2005 at 12:00 PM at 11 Grove Street.

 - Planning & Policy Committee
 Chair, Paul Sacamano

Updates on the March 17, 2005 meeting. The next meeting will be on Thursday, April 21, 2005 at 4:00 PM at 11 Grove Street

9. Chair's Announcements: Paul Sacamano, Acting Chair, Urban Forest Council:

10. **DISCUSSION AND ACTION:** Election of Officers

11. **INFORMATION:** New Business

12. Public Comment

13. Adjournment

Disability Access

The Urban Forest Council meetings will be held in Room 400 or 416, City Hall, 1 Dr. Carlton B. Goodlett Place, San Francisco, CA. The Council meeting room is wheelchair accessible. The closest accessible BART station is the Civic Center Station at United Nations Plaza and Market Street. Accessible MUNI lines serving this location are: #42 Downtown Loop, and #71 Haight/Noriega and the F Line to Market and Van Ness and the Metro Stations at Van Ness and Market and at Civic Center. For information about MUNI accessible services call (415) 923-6142. There is accessible curbside parking adjacent to City Hall on Grove Street and Van Ness Avenue and in the vicinity of the Veterans Building at 401 Van Ness Avenue adjacent to Davies Hall and the War Memorial Complex.

The following services are available on request 48 hours prior to the meeting; except for Monday meetings, for which the deadline shall be 4:00 p.m. of the last business day of the preceding week: For American sign language interpreters or the use of a reader during a meeting, a sound enhancement system, and/or alternative formats of the agenda and minutes, please contact Monica Fish at (415) 355-3709 to make arrangements for the accommodation. Late requests will be honored, if possible.

In order to assist the City's efforts to accommodate persons with severe allergies, environmental illnesses, multiple chemical sensitivity or related disabilities, attendees at public meetings are reminded that other attendees may be sensitive to various chemical based products. Please help the City accommodate these individuals. Individuals with chemical sensitivity or related disabilities should call the Mayor's Office on Disability accessibility hotline at (415) 554-6060.

Know your rights under the Sunshine Ordinance
(Chapter 67 of the San Francisco Administrative Code)

Government's duty is to serve the public, reaching its decisions in full view of the public. Commissions, boards, councils, and other agencies of the City and County exist to conduct the people's business. This ordinance assures that deliberations are conducted before the people and that City operations are open to the people's review. For more information on your rights under the Sunshine Ordinance or to report a violation of the ordinance, contact the Sunshine Ordinance Task Force, Adele Destro, Interim Sunshine Task Force Administrator, City Hall, Room 409, 1 Dr. Carlton B. Goodlett Place, San Francisco, CA 94102-4683 at Phone No.: (415) 554-7724; Fax No.: (415) 554-7854; E-mail: sotf@sfgov.org. Copies of the Sunshine Ordinance can be obtained from the Clerk of the Sunshine Task Force, the San Francisco Public Library and on the City's website at www.sfgov.org.

The ringing of and use of cell phones, pagers and similar sound-producing electronic devices are prohibited at this meeting. Please be advised that the Chair may order the removal from the meeting room of any person(s) responsible for the ringing or use of a cell phone, pager, or other similar sound-producing electronic devices.

Lobbyist Registration and Reporting Requirements

Individuals and entities that influence or attempt to influence local legislative or administrative action may be required by the San Francisco Lobbyist Ordinance [SF Campaign & Governmental Conduct Code §2.100, et. seq] to register and report lobbying activity. For more information about the Lobbyist Ordinance, please contact the Ethics Commission at: 30 Van Ness Avenue, Suite 3900, San Francisco, CA 94102; telephone (415) 581-2300, fax (415) 581-2317; web site at www.sfgov.org/ethics.

Other Important Information

Copies of explanatory documents are available to the public at Department of Environment, 11 Grove Street, San Francisco, California between the hours of 9 a.m. and 5 p.m., or when possible, on the Department of Environment's webpage: **www.sfgov.org/sfenvironment**; or, upon request to the Council Secretary, at the above address or telephone number 415-355-3709, or via e-mail at **Monica.Fish@Sfgov.org** within three business days of a meeting.

When bringing handouts to meetings, please photocopy on both sides of the paper and try to use post-consumer recycled or tree-free paper. Also, please bring sufficient copies of handouts for both the Commission and the public.

Public Comment

At this time, members of the public may address the Council on items of interest that are within the subject matter jurisdiction of the Council but are not on today's agenda. Public comment will be taken following each agendized item. Each member of the public may address the Council for up to three minutes, unless otherwise announced by the Chair. If it is demonstrated that the comments by the public will exceed 15 minutes, the Chair may continue Public Comment to another time during the meeting.

The Brown Act forbids the Council from taking action or discussing any item or issue not appearing on the posted agenda. This rule applies to issues raised in public comment as well. In response to public comment, not on an agendized item, the Council is limited to:

1. Briefly responding to statements made or questions posed by members of the public, or
2. Request staff to report back on a matter at a subsequent meeting, or
3. Directing staff to place the item or issue on a future agenda (Government Code Section 54954.2(a).)

Urban Forest Council
San Francisco Department of the Environment
City and County of San Francisco,
11 Grove Street
San Francisco, CA 94102

Posted: March 29, 2005

David Binder Research

44 Page Street, Suite 404 • San Francisco, California 94102
800-905-7330 • 415-621-7655 • F: 415-621-7663 • db-research.com

To: Alexis Harte, San Francisco Urban Forest Council

From: David Binder Research

Date: February 22, 2005

Re: San Francisco Voter Survey, Results

David Binder Research recently conducted a survey of 1,100 San Francisco voters on behalf of the San Francisco Urban Forest Council regarding issues surrounding San Francisco's urban forest.

100 voters were surveyed in each of San Francisco's eleven Supervisorial districts. The survey was conducted between February 14th-17th, 2005. The margin of error of this survey is 3%. The major findings of this research, including comparisons by supervisorial district, are outlined in this document.

MAJOR TAKEAWAYS

1. San Franciscans are relatively satisfied with the quality and quantity of trees in the city. Satisfaction with trees in parks is higher than satisfaction with trees in the neighborhoods, where over one-third are dissatisfied.

2. Voters in Districts 2, 4, and 7 are relatively more satisfied with trees in their neighborhoods, while those in Districts 6 and 11 are more likely to be dissatisfied.

3. Voters support legislation that would protect rare or very old trees from being removed even if the land is privately owned.

4. A slight majority of voters support increasing the parcel tax to plant and maintain more trees in the City. A plurality opposes increasing the sales tax for similar purposes.

OVERALL SATISFACTION WITH THE URBAN FOREST

Voters report high levels of satisfaction with the quality and quantity of trees in various San Francisco locations. Three-fourths (75%) of voters are satisfied with the quality and quantity of trees generally throughout San Francisco. Voters are even more satisfied with the quality and quantity of trees in San Francisco parks. 86% of voters say they are satisfied with the trees in San Francisco parks, including 44% who are "very satisfied."

61% of voters are satisfied with the quality and quantity of trees on the street where they live, including 29% who are very satisfied. While over a majority of voters are satisfied with the trees on their street, the level of satisfaction is slightly less than voters' satisfaction with trees in San Francisco parks and in the City in general.

As displayed in the following table, voters' satisfaction with the trees on their street varies by Supervisorial District. Voters living in District 7 are most content, with 72% saying they are satisfied, including 39% who are very satisfied. Also among the most pleased are voters in District 2 and 4—69% of voters in each of these districts report being satisfied.

Voters living in Districts 6 and 11 are least satisfied with the quality and quantity of trees on their streets. In District 11, 44% of voters are satisfied while 52% are dissatisfied. Similarly, 45% of voters in District 6 are satisfied, compared to 52% who are dissatisfied.

Are you very satisfied, somewhat satisfied, somewhat dissatisfied or very dissatisfied with the quality and quantity of trees on the street where you live?						
SUPERIVSORIAL DISTRICT	Satisfied		Dissatisfied		SUMMARY	
	Very	Somewhat	Somewhat	Very	SATISFIED	DISSATISFIED
1	24	36	20	19	60	39
2	42	27	17	13	69	30
3	31	25	20	21	56	21
4	33	36	14	14	69	28
5	34	26	25	14	60	39
6	14	31	27	25	45	52
7	39	33	20	7	72	27
8	27	37	21	12	64	33
9	20	36	20	22	56	42
10	25	34	22	18	59	40
11	15	29	30	22	44	52

PLANTING TREES

Slightly less than half of the survey respondents have considered planting trees outside their home or apartment (48%). Of these respondents, a majority (54%) did plant a tree, while 46% who have considered planting a tree did not. This translates to about 26% of respondents who say they have planted a tree at one time or another.

Respondents who have never considered planting a tree as well as those who have considered but did not were asked why they chose not to plant a tree. The most frequent response was "a lack of space" (15% of respondents). The second most likely reason was the need for the landlord's permission (13% of respondents). Also, 13% of respondents said they did not plant a tree simply because there are already enough trees outside their home or apartment.

Other reasons for not planting include 9% of respondents who say their living space is a non-permanent residence. Concrete or lack of soil was also cited as a deterrent (9% of respondents). 7% of respondents said they did not know it was possible to plant a tree outside of their home or apartment.

LEGISLATION REGARDING TREES

Just in general, most voters (62%) think that city government should be responsible for planting and maintaining trees on the streets of San Francisco. Only 19% of voters think property owners should have this responsibility and just 3% think private businesses should take care of the city's trees.

RARE AND OLD TREES

San Francisco voters strongly support a measure to protect rare or very old trees from being removed even if the land where they are located is private property. Two-thirds of voters (66%) support this proposed legislation, including 39% who strongly support.

PARCEL TAX

A majority of voters (54%) support increasing the parcel tax paid by property owners in order to plant and maintain more trees on local streets with the understanding that the City would have responsibility and liability for those trees. 24% of voters say they strongly support this measure. However, a similar percentage of voters (25%) strongly oppose the measure, indicating there could be a strong opposition campaign.

LOCAL SALES TAX

Voters are split over an initiative to increase the local sales tax paid by consumers in order to plant and maintain more trees on local streets. 47% of voters support this proposal, while 49% oppose, including 30% of voters who strongly oppose.

The following tables detail:

- Base Supporters; (defined as voters who strongly support the proposed initiative)
- Soft Supporters; (defined as voters who somewhat support the proposed initiative)
- Soft Opponents; (defined as voters who somewhat oppose the proposed initiative)
- Base opponents; (defined as voters who strongly oppose the proposed intiative)

DEMOGRAPHIC GROUPS SUPPORTING OR OPPOSING PROTECTIONS FOR RARE OR VERY OLD TREES				
	SUPPORTERS		OPPONENTS	
	Base Supporters	Soft Supporters	Soft Opponents	Base Opponents
Protecting rare or very old trees	**(ALL VOTERS = 39%)** Minor Party Voters (57%) Dem Renters (47%) DTS/Minor Renters (47%) Women Renters (48%) Latino Men (52%) Latinos <50 (48%)	**(ALL VOTERS = 27%)** Latina Women (36%) Rep Men 50+ (35%) Dem Men <50 (33%)	**(ALL VOTERS = 14%)** Rep Men (20%) D 2, 4, 7 50+ (21%) Owners, D 2, 4, 7 (22%)	**(ALL VOTERS = 12%)** Reps (31%) Single Rep Households (33%) Reps <50 (35%) Rep Men <50 (39%) Reps Own (37%)

DEMOGRAPHIC GROUPS SUPPORTING OR OPPOSING A PARCEL TAX ON PROPERTY OWNERS				
	SUPPORTERS		OPPONENTS	
	Base Supporters	Soft Supporters	Soft Opponents	Base Opponents
Parcel Tax on Property Owners	(ALL VOTERS= 24%) D5 (33%) Dem Rent (35%) DTS/Minor Rent (32%) Dem D 5, 6, 8, 9 (33%) DTS/Minor D 1, 3, 10, 11 (32%) Renters D 1, 3, 10 11 (34%) Renters D 5, 6, 8, 9 (35%)	(ALL VOTERS = 30%) Under 30 (42%) Women <50 (38%) Dem Women <50 (38%) DTS/Minor Women <50 (38%) DTS/Minor D 5, 6, 8, 9 (37%) Latina Women (37%) White <50 (39%)	**(ALL VOTERS = 14%)** Blacks (22%) Rep 50+ (21%) Rep Asians (27%) Rep D 5, 6, 8, 9 (26%)	**(ALL VOTERS = 25%)** Chinese (35%) District 4 (38%) District 7 (34%) District 10 (35%) Rep Men (49%) Rep <50 (48%) Rep Men 50+ (52%) Rep White (46%) Rep Own (55%) Rep D 2, 4, 7 (46%) Owners D 2, 4, 7 (42%)

DEMOGRAPHIC GROUPS SUPPORTING OR OPPOSING INCREASING THE LOCAL SALES TAX				
	SUPPORTERS		**OPPONENTS**	
	Base Supporters	Soft Supporters	Soft Opponents	Base Opponents
Local Sales Tax	**(ALLVOTERS= 21%)** D 8 (30%) Latino voters (31%) Dem Latinos (34%) Latina Women (33%) Dem D 5, 6, 8, 9 (28%)	**(ALL VOTERS= 25%)** Under 30 (37%) D 3 (36%) DTS/Minor <50 (32%) DTS/Minor Men <50 (34%) Dem Asian (37%) Asians <50 (37%) Asian Women (41%) Renters D 1, 3, 10, 11 (34%)	**(ALL VOTERS= 19%)** D 5 (30%) Rep Women <50 (33%)	**(ALL VOTERS= 30%)** Rep (46%) D 7 (38%) D 9 (38%) Single Rep (51%) Rep Men (50%) Rep <50 (53%) Rep Men <50 (61%) Rep White (48%) Rep Own (52%) Rep D 2, 4, 7 (48%)

San Francisco Landmark Tree Ordinance
DRAFT Summary of Criteria: March 28, 2005

NOTE: This still needs a lot of work. A final amended version will be available at the April 1st Meeting. We are still awaiting input from the Planning Department

I. Introduction to The Landmark Tree Preservation Ordinance

A. At the direction of Supervisor Daly's Office, the Urban Forest Council has been asked to propose the scope, structure, and criteria of a strengthened tree protection ordinance. We recognize the urban forest in San Francisco is inadequate for the density of population, industrialization and pollution that exists in the city. Levels of carbon sequestration are too high, air quality is inferior, and San Francisco lags behind other cities in the quality of its urban forest. Large and landmark trees often afford 60-70% more benefit in terms of improving air quality and other tangible and intangible effects than small trees. The health of a city's urban forest is the most important indicator as to the ecological health of the community. After considering several approaches, and conducting research on other cities, The UFC recommends the following approach in establishing a regulatory tool to provide for orderly protection of specified trees in San Francisco.

II. Purpose & Goal of the Ordinance

A. The Landmark Tree Ordinance is the City's primary regulatory tool to provide for orderly protection of specified trees that, because of their stature, age or quality (including species or variety distinction), contribute in an extraordinary way to the majesty and distinction of our urban forest.

The purpose of this section is to promote the health, safety, welfare, and quality of life of the residents of the city through the protection of specified trees located on private property within the city, public streets, street right-of-way (publicly-owned) and specifically designated trees by the City. The Ordinance provides for the establishment of standards for removal, appeal process, and replanting of the trees if removal is necessary and sets standards for determining guidelines for identifying landmark trees. In establishing these procedures and standards, it is the city's intent to encourage the preservation of trees.

III. Scope of Trees Protected by Ordinance

A. Landmark Trees may be privately-owned trees, or those on City property within the City and County of San Francisco. A tree eligible for Landmark Tree status must satisfy set criteria (to be established within the next three months by the Urban Forest Council. Landmark Tree(s) shall be identified in all approvals for building/development and planned removal should be included, regardless of size. The criteria will be evaluated annually.

IV. Designation Process – Procedure for Nominating to achieve *"Landmark Tree(s)"* status

A. Nominations can be made by anyone in the community, including community or neighbor

groups, the property owner where the tree resides, the Mayor, members of the Board of Supervisors, City agencies. Review by a sub-committee of the Urban Forest Council and an independent arborist; and recommendation and approval by the entire Council - with nomination/designation occurring in four distinct periods throughout the year (every 3 months). The designation meetings shall be publicly noticed and open to the public per Sunshine requirements Nominated trees must be mapped. Part of the designation process is informing the owners and the neighborhood of the status. Landmark trees shall be recorded in Streets & Mapping, Recorder Offices, and posted on the SF Environment website

V. Appeals and Protests

A. Already in Section 810A of John Malamut's Ordinance to Daly's office.

VI. Nomination criteria

A. Qualities & Attributes of a tree(s)

- Size of trunk at DBH
- Size and grandeur of trunk pad
- Size of canopy
- Height
- Unusual species
- Large for species
- Historic, cultural interest, i.e. gift from other country or from an Exposition or iconic in character
- Outstanding specimen of a desirable species
- Largest or oldest trees in San Francisco
- Distinctive form
- Landmark grove
- One of a group of trees dependent on others for survival
- Key location
- Trees that cast between several properties
- Trees on private property that are visually accessible from public right of way
- Ecological

VII. Enforcement strategy & Penalties for violation

A. See revisions to Section 808 & 811 – end of document

B. Protected trees covered through an addition to San Francisco Planning Department.

1. An Arborist provides professional guidance for the public, reviews landscape architecture and development plans, code and conditions, monitors and interacts with city staff and special interest groups.

2. Planning and Land Development applications through the Planning Department. Requires certain information about existing trees be provided for building and other permits:

a. Site plans must show the trunk diameter and accurate dripline of all trees and street trees.

b. If there is disturbance within a protected tree dripline, an arborist's assessment and protection measures are required to process the application.

c. Under certain development circumstances, a single-family homeowner may be allowed to deviate from setback or other development standards if necessary to protect a tree.

d. Removal of the trees in the "protected tree" category would be prohibited unless one of the following circumstances exist:

(1) The tree is dead, hazardous, is a detriment to or crowding an adjacent protected tree, or constitutes a public risk.

(2) The tree trunk or basal flare is touching or within the existing building footprint or permitted building area if no structure exists (without variances) for single family home construction or expansion. Replacement tree(s) of comparable value may be required.

(3) For projects other than single-family residences, if retention of the tree would reduce the otherwise allowed building area by more than 25%.

(4) A Process must be defined to obtain a Protected Tree Removal Permit.

e. Replacement of removed protected trees is required in most development circumstances.

f. Transplanting protected trees may be granted in some development circumstances.

g..Removal of Designated Protected Trees also requires City review such as on commercial properties.

3. Property Sale As part of property assessment, existing street and private trees are valued and "*Landmark trees*" are noted in deed.

4. Section 808: Construction

a. Municipal Code, Section 808 protects street trees, and "*Landmark trees*" from damage or injury, subject to specified penalties. Any work in the proximity of street trees and "*Landmark trees*" is be consistent with standards outlined in the City's Tree Protection Guidelines Manual. A permit from Department of Public Works is required prior to any work, including pruning or any soil excavation on or around these trees. A fee of $X must accompany the permit application.

VIII. Department's Jurisdiction – Oversight Body

A. Urban Forest Council (UFC) within The Department of Environment shall have jurisdiction over Landmark Status trees.

IX. Incentives for participation

Tax credits

Property tax assessed for the urban forest. If property owner has zero trees payment is biggest % amount, one or more trees smaller than 10" payment is medium % amount, and if property owner has one or more trees larger than 10" payment is least % amount tax.

X. Financial/staffing implications.

Ordinance will not go into effect unless funding is secured for enforcement

Need paragraph outlining the requirements for staffing and finances

XI. SEC. 808. PROTECTION OF TREES AND LANDSCAPE MATERIAL

Additions - **underlined in bold**

(a) Injury to or Destruction of Trees Prohibited. It shall be unlawful for any person to intentionally, maliciously or through gross negligence injure or destroy a street tree, *or* any tree on City property, *or a special status tree*. Removal of a tree under City order or removal in accordance with a permit issued pursuant to Section 806 *or Section 810A* of this Article is exempt from this prohibition.

(b) Injury to or Destruction of Landscape Materials Prohibited. It shall be unlawful for any person to intentionally, maliciously or through gross negligence injure or destroy any landscape material in any street median, center strip, or other landscaped portion of a public right-of-way under the City's jurisdiction, except as authorized by the Department.

(c) Construction Work: Protection of Trees Required. It shall be unlawful for any person to engage in any construction work on private or public property without first taking steps to protect street trees *and special status trees* from damage, including damage caused by soil compaction or contamination. All *special status trees and all* trees on any street or other publicly owned property near any excavation, construction, or street work shall be adequately protected **in compliance with standards and methodologies in *Trees & Development* by Matheny & Clark.**

XII. SEC. 811. PENALTIES FOR VIOLATION OF ORDINANCE.

(a) Criminal Penalties. Violation of any of the provisions of Sections 806, 808, *and* 810(c), *and 810A(b)* of this Article shall be chargeable as an infraction or a misdemeanor. **Every violation determined to be an infraction by private property owners or tree professionals is punishable by a fine equal to the value of the tree per the *Guide for Plant Appraisal, Ninth Edition* by the Council of Tree and Landscape Appraisers or a of a minimum of $500 for a first violation and double for each additional violation within one year or years, or denial of tree professional company permits for any work for one year.** Every violation determined to be a misdemeanor is punishable by a fine not exceeding $1,000 and/or imprisonment in the County Jail for a period not to exceed six months, for each offense.

(b) Administrative Civil Penalties.

(1) In addition to the penalties set forth in Subsection (a) above, any person who removes, damages, or destroys a tree in violation of the provisions of this Article shall pay a sum of money equal to the tree's replacement value or the diminishment of the tree's value. Any and all amounts paid or collected pursuant to this subsection shall be deposited into the Adopt-A-Tree Fund.

(2) The Department shall send notice of the assessment of administrative civil penalties to the responsible property owner **and/or tree professional**. Such

notice shall include a statement that payment is due within 60 days of the mailing date of the notice. If a responsible property owner fails timely to remit payment, the Department shall send a second notice of payment due. Such second notice shall include a statement that failure timely to remit payment in full to the City within 30 days of the mailing of the second notice shall cause the Director to institute lien proceedings pursuant to Sections 706.4 - 706.7 of this Code. Enforcement and collection of liens for costs associated with nuisance tree abatement shall be in accordance with Sections 706.4 - 706.7 of this Code, except that all monies received in payment of such liens shall be credited to the Adopt-a-Tree Fund.

IMPORTANT – Please Note: Limited information in this document came for the City of Palo Alto website.

"This Website contains material protected by law, including but not limited to copyrights and trademarks. All rights in such material are reserved to the City of Palo Alto and materials may not be reused in any way or copied in whole or part without prior written permission from the City of Palo Alto." http://www.city.palo-alto.ca.us/support/acceptable_use.html

CITY AND COUNTY OF SAN FRANCISCO
DEPARTMENT OF THE ENVIRONMENT

URBAN FOREST COUNCIL
SPECIAL MEETING

DRAFT MINUTES

Friday, April 1, 2005
10:00 A.M.
City Hall, Room 400
1 Dr. Carlton B. Goodlett Place
San Francisco, CA 94102

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1. **Call to Order**: The meeting was called to order at 10:05 a.m.

2. **Roll Call**: Council Members Paul Sacamano (Acting Chair), Carolyn Blair, Jocelyn Cohen, Kelly Cornell, Jane Herman, Dhaya Lakshminarayana, Terry Milne, Kelly Quirke, Michael J. Sullivan (10:40 a.m.). Excused: Council Members Bonnie Fisher, Jose Campos, Dr. Larry Costello, Steve Griswold, An Marie Rodgers.

3. **ACTION**: Adoption of minutes of the February 22, 2005 Urban Forest Council Meeting. No public comment was heard at this time. Upon motion by Council Member Herman and second by Council Member Blair, the Minutes of the February 22, 2005 meeting were unanimously adopted.

4. **PUBLIC COMMENT**: Members of the public may address the Council on matters that are within the Council's jurisdiction and are not on today's agenda.

 No public comment was heard at this time.

5. **PRESENTATION:** What the David Binder Social Assessment Study tells us. The Council heard a presentation on the findings of the David Binder Social Assessment.

 Sponsor: Alexis Harte
 Presenter: Dr. David Binder, DB Research

 David Binder Research conducted a survey on February 14 – 17, 2005 of 100 voters from each of the eleven San Francisco supervisory districts on issues surrounding the City's urban forest. The following topics were surveyed:

 - Overall satisfaction with the urban forest in various San Francisco locations;
 - Willingness to plant trees outside homes or apartments;
 - Who should have the responsibility for planting and maintaining City trees (City government, property owners, or private businesses);

11 Grove Street, San Francisco, California 94102
www.sfenvironment.com
Telephone (415) 355-3709 Fax 554-6393 E-mail: SFUrbanForestCouncil@sfgov.org

- Support of legislation regarding protecting significant trees and increasing parcel tax and local sales taxes in order to plant and maintain more trees on local streets.

The San Francisco Voter Survey Results are available at the Council Office, 11 Grove Street, San Francisco, California between the hours of 9:00 a.m. and 5:00 p.m. or on the Council's meeting agenda webpage http://sfgov.org/site/sfenvironment_page.asp?id=30878, or upon request to the Council Secretary, at telephone number 415-355-3709, or via e-mail at Monica.Fish@sfgov.org.

The Council held a discussion regarding the possibility of a parcel tax being passed by voters since it requires a two-thirds majority vote. Fifty-four percent of those surveyed supported increasing the parcel tax.

Recommendations were made to:

- Start a public education campaign on planting and maintaining trees;
- Write a memo to the Board of Supervisors' members and the Mayor on survey findings as they relate to current projects the Council is working on, e.g. the Landmark Tree Ordinance.

6. **ACTION:** Significant Tree Ordinance: The Committee voted on whether to forward its recommendations on the Significant Tree Ordinance to Supervisor Chris Daly's Office.
Sponsor: Alexis Harte
Presenter: Member Jocelyn Cohen

Council Member Cohen highlighted the "Recommendations for Strengthening San Francisco's Landmark Tree Ordinance" April 1, 2005 document that was written at the direction of Supervisor Daly's Office for the Urban Forest Council to propose the scope, structure, and criteria of a strengthened tree protection ordinance. Main topics of the document include:

- Introduction to, Purpose and Goal of the Landmark Tree Preservation Ordinance;
- Scope of Trees Protected by the Ordinance;
- Designation Process—Procedure for Nominating to achieve "Landmark Tree(s)" status;
- Appeals and Protests
- Nomination Criteria
- Enforcement Strategy and Penalties for Violation
- Department's Jurisdiction – Oversight Body
- Incentives for Participation
- Financial/Staffing Implications
- Protection of Trees and Landscape Material
- Penalties for Violation of Ordinance

The document is available at the Council Office, 11 Grove Street, San Francisco, California between the hours of 9:00 a.m. and 5:00 p.m. or on the Council's meeting agenda webpage http://sfgov.org/site/sfenvironment_page.asp?id=30878, or upon request to the Council Secretary, at telephone number 415-355-3709, or via e-mail at Monica.Fish@sfgov.org.

The Council proposed the following amendments to the recommendations:

Upon motion by Council Member Milne and second by Council Member Blair, an amendment was proposed to substitute the wording throughout the entire document from "landmark trees" to "significant trees." The amendment was unanimously approved with no objection.

Upon motion by Council Member Sullivan and second by Council Member Cornell, an amendment was recommended that regulation of private property trees exclude backyard trees in San Francisco.

VOTE: AYES: Council Members Quirke, Herman, Cornell, Lakshminarayana, and Sullivan

NOES: Council Members Blair, Cohen, Milne, and Sacamano

ACTION: A quorum of members is necessary to adopt the motion.

Upon motion by Council Member Sullivan and second by Council Member Lakshminarayana, a recommendation was made to include the above amendment in the document to Supervisor Chris Daly with a memo stating that there were nine out of fifteen members present at the meeting so the amendment did not reflect the vote of the entire Council. The motion was unanimously approved with no objection.

Upon motion by Council Member Blair, and second by Council Member Milne the following amendments were unanimously approved:

- Section II. Purpose & Goal of the Ordinance to change the wording from "city's intent to encourage the preservation of trees" to "city's intent to preserve trees."
- Section VII, 2d(2) Enforcement Strategy & Penalties for Violation to change the wording from "Replacement tree(s) of comparable value may be required" to "Replacement tree(s) of comparable value shall be required."

Upon motion by Council Member Sullivan and second by Council Member Blair, an amendment was unanimously approved to change the wording to Section IX. Incentive for Participation by deleting existing text and replacing with "Property tax credits shall be provided to property owners whose trees are covered."

Council Member Lakshminarayana left the meeting at this time.

Public comment from Richard Ingraham, PhD, Fairmount Heights Neighborhood on significance of problem trees in neighborhoods. A recommendation was made to have property owners take control of their own backyards and take into consideration wishes of neighbors in regards to trees that may cause public safety problems for neighborhoods.

Public comment from Katherine Howard, Co-Chair, Friends of the Music Concourse supported changing the Ordinance language as proposed. Recommended that in Section II. Purpose & Goal of Ordinance, the second paragraph should include the protection of park trees and that private citizens are able to propose the designation of a park tree as significant. Supports work the Urban Forest Council is doing to preserve trees.

The Council held a discussion to revise Section III. Scope of Trees Protected by Ordinance to include park trees as well as Section II mentioned above.

Upon motion by Council Member Milne and second by Council Member Sullivan, the "Recommendations for Strengthening San Francisco's Landmark Tree Ordinance, April 1, 2005" as amended was unanimously adopted and would be forwarded to Supervisor Daly's Office.

Council Member Milne recommended that the San Francisco Urban Forest Council take the example of Atherton's Urban Forest Council and other cities and give certificates to significant trees and hold ceremonies on specific dates such as Arbor Day.

Council Member Quirke left the meeting at this time.

7. **INFORMATION:** Urban Forest Coordinator Report Alexis Harte, Urban Forest Coordinator. Mr. Harte provided updates on UFC administrative and programmatic operations relating to research, planning, funding, outreach, and other related activities.

 Council Coordinator reported on:

 - The success of Arbor Day and requested that the Council participate more in next year's Arbor Day events;
 - The hiring of a new 9922 entry-level programmatic position for the Urban Forest Council and reduction of the Coordinator's hours to 60%, giving the Urban Forest Council 1.6 FTE's without additional funding;
 - Adding a storm water component to the UFORE Draft Report and asking for Council comments on the report;
 - Jim Clark will make an initial presentation on the Comprehensive Urban Forest Plan on April 21 before presenting to the full Council;
 - Recommendation to have full Council monthly meetings;

Council Member Sullivan left the meeting at this time.

- The Land Use Committee meeting on April 6 at 1:00 p.m., Room 263, on the under-grounding ordinance sponsored by Supervisor Ma. A request was made to send an e-mail reminder to Council members to attend the meeting;
- Coordinator Harte would be on vacation and returning on April 14;
- Council Member Cohen would be forwarding the amended recommendations to Supervisor Daly's Office.

8. **COMMITTEE REPORTS:**
 - Funding Committee
 Chair, Michael Sullivan
 The next meeting will be on Tuesday, May 24, 2005 at 12:00 PM at 11 Grove Street.

 Council Member Milne reported that the Funding Committee discussed a summary of the David Binder Social Assessment Study.

 - Planning & Policy Committee
 Chair, Paul Sacamano
 Updates on the March 17, 2005 meeting. The next meeting will be on Thursday, April 21, 2005 at 4:00 PM at 11 Grove Street.

 Chair Sacamano reported that:

 - The Planning Committee has been discussing the Significant Landmark Ordinance and parts of the Urban Forest Plan.
 - Chair Sacamano reported that the sales tax is being reduced for tree planting and maintenance next year meaning less maintenance, staffing, and fewer trees planted. A request was made for more participation from Council Members at the Transportation Authority meetings to show support.

9. **CHAIR'S ANNOUNCEMENTS**: Paul Sacamano, Acting Chair, Urban Forest Council:

 No announcements were made at this time.

10. **DISCUSSION AND ACTION:** Election of Officers. Nomination and election of officers will be heard at a special May meeting of the Urban Forest Council because new members have not yet been appointed/reappointed. Announcement of possible May dates will be forwarded to Council members.

11. **INFORMATION:** New Business

No new business was heard at this time.

12. **PUBLIC COMMENT**. No public comment was heard at this time.

13. **ADJOURNMENT**. The meeting adjourned at 12:40 p.m.

The next regular meeting of the Urban Forest Council is scheduled for Tuesday, June 28, 2005 at 5:30 p.m., City Hall, Room 416.

Respectfully submitted by:

Monica Fish, Council Secretary

CITY AND COUNTY OF SAN FRANCISCO
DEPARTMENT OF THE ENVIRONMENT

URBAN FOREST COUNCIL
SPECIAL MEETING

APPROVED MINUTES

Friday, April 1, 2005
10:00 A.M.
City Hall, Room 400
1 Dr. Carlton B. Goodlett Place
San Francisco, CA 94102

DOCUMENTS DEPT.

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1. **Call to Order**: The meeting was called to order at 10:05 a.m.

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Telephone (415) 355-3709 Fax 554-6393 E-mail: SFUrbanForestCouncil@sfgov.org

- Support of legislation regarding protecting significant trees and increasing parcel tax and local sales taxes in order to plant and maintain more trees on local streets.

The San Francisco Voter Survey Results are available at the Council Office, 11 Grove Street, San Francisco, California between the hours of 9:00 a.m. and 5:00 p.m. or on the Council's meeting agenda webpage http://sfgov.org/site/sfenvironment_page.asp?id=30878, or upon request to the Council Secretary, at telephone number 415-355-3709, or via e-mail at Monica.Fish@sfgov.org.

The Council held a discussion regarding the possibility of a parcel tax being passed by voters since it requires a two-thirds majority vote. Fifty-four percent of those surveyed supported increasing the parcel tax.

Recommendations were made to:

- Start a public education campaign on planting and maintaining trees;
- Write a memo to the Board of Supervisors' members and the Mayor on survey findings as they relate to current projects the Council is working on, e.g. the Landmark Tree Ordinance.

6. **ACTION:** Significant Tree Ordinance: The Committee voted on whether to forward its recommendations on the Significant Tree Ordinance to Supervisor Chris Daly's Office.
Sponsor: Alexis Harte
Presenter: Member Jocelyn Cohen

Council Member Cohen highlighted the "Recommendations for Strengthening San Francisco's Landmark Tree Ordinance" April 1, 2005 document that was written at the direction of Supervisor Daly's Office for the Urban Forest Council to propose the scope, structure, and criteria of a strengthened tree protection ordinance. Main topics of the document include:

- Introduction to, Purpose and Goal of the Landmark Tree Preservation Ordinance;
- Scope of Trees Protected by the Ordinance;
- Designation Process—Procedure for Nominating to achieve "Landmark Tree(s)" status;
- Appeals and Protests
- Nomination Criteria
- Enforcement Strategy and Penalties for Violation
- Department's Jurisdiction – Oversight Body
- Incentives for Participation
- Financial/Staffing Implications
- Protection of Trees and Landscape Material
- Penalties for Violation of Ordinance

The document is available at the Council Office, 11 Grove Street, San Francisco, California between the hours of 9:00 a.m. and 5:00 p.m. or on the Council's meeting agenda webpage http://sfgov.org/site/sfenvironment_page.asp?id=30878, or upon request to the Council Secretary, at telephone number 415-355-3709, or via e-mail at Monica.Fish@sfgov.org.

The Council proposed the following amendments to the recommendations:

Upon motion by Council Member Milne and second by Council Member Blair, an amendment was proposed to substitute the wording throughout the entire document from "landmark trees" to "significant trees." The amendment was unanimously approved with no objection.

Upon motion by Council Member Sullivan and second by Council Member Cornell, an amendment was recommended that regulation of private property trees exclude backyard trees in San Francisco.

VOTE: AYES: Council Members Quirke, Herman, Cornell, Lakshminarayana, and Sullivan

NOES: Council Members Blair, Cohen, Milne, and Sacamano

ACTION: A quorum of members is necessary to adopt the motion.

Upon motion by Council Member Sullivan and second by Council Member Lakshminarayana, a recommendation was made to include the above amendment in the document to Supervisor Chris Daly with a memo stating that there were nine out of fifteen members present at the meeting so the amendment did not reflect the vote of the entire Council. The motion was unanimously approved with no objection.

Upon motion by Council Member Blair, and second by Council Member Milne the following amendments were unanimously approved:

- Section II. Purpose & Goal of the Ordinance to change the wording from "city's intent to encourage the preservation of trees" to "city's intent to preserve trees."
- Section VII, 2d(2) Enforcement Strategy & Penalties for Violation to change the wording from "Replacement tree(s) of comparable value may be required" to "Replacement tree(s) of comparable value shall be required."

Upon motion by Council Member Sullivan and second by Council Member Blair, an amendment was unanimously approved to change the wording to Section IX. Incentive for Participation by deleting existing text and replacing with "Property tax credits shall be provided to property owners whose trees are covered."

Council Member Lakshminarayana left the meeting at this time.

Public comment from Richard Ingraham, PhD, Fairmount Heights Neighborhood on significance of problem trees in neighborhoods. A recommendation was made to have property owners take control of their own backyards and take into consideration wishes of neighbors in regards to trees that may cause public safety problems for neighborhoods.

Public comment from Katherine Howard, Co-Chair, Friends of the Music Concourse supported changing the Ordinance language as proposed. Recommended that in Section II. Purpose & Goal of Ordinance, the second paragraph should include the protection of park trees and that private citizens are able to propose the designation of a park tree as significant. Supports work the Urban Forest Council is doing to preserve trees.

The Council held a discussion to revise Section III. Scope of Trees Protected by Ordinance to include park trees as well as Section II mentioned above.

Upon motion by Council Member Milne and second by Council Member Sullivan, the "Recommendations for Strengthening San Francisco's Landmark Tree Ordinance, April 1, 2005" as amended was unanimously adopted and would be forwarded to Supervisor Daly's Office.

Council Member Milne recommended that the San Francisco Urban Forest Council take the example of Atherton's Urban Forest Council and other cities and give certificates to significant trees and hold ceremonies on specific dates such as Arbor Day.

Council Member Quirke left the meeting at this time.

7. **INFORMATION:** Urban Forest Coordinator Report Alexis Harte, Urban Forest Coordinator. Mr. Harte provided updates on UFC administrative and programmatic operations relating to research, planning, funding, outreach, and other related activities.

 Council Coordinator reported on:

 - The success of Arbor Day and requested that the Council participate more in next year's Arbor Day events;
 - The hiring of a new 9922 entry-level programmatic position for the Urban Forest Council and reduction of the Coordinator's hours to 60%, giving the Urban Forest Council 1.6 FTE's without additional funding;
 - Adding a storm water component to the UFORE Draft Report and asking for Council comments on the report;
 - Jim Clark will make an initial presentation on the Comprehensive Urban Forest Plan on April 21 before presenting to the full Council;
 - Recommendation to have full Council monthly meetings;

Council Member Sullivan left the meeting at this time.

- The Land Use Committee meeting on April 6 at 1:00 p.m., Room 263, on the under-grounding ordinance sponsored by Supervisor Ma. A request was made to send an e-mail reminder to Council members to attend the meeting;
- Coordinator Harte would be on vacation and returning on April 14;
- Council Member Cohen would be forwarding the amended recommendations to Supervisor Daly's Office.

8. **COMMITTEE REPORTS:**
 - Funding Committee
 Chair, Michael Sullivan
 The next meeting will be on Tuesday, May 24, 2005 at 12:00 PM at 11 Grove Street.

 Council Member Milne reported that the Funding Committee discussed a summary of the David Binder Social Assessment Study.

 - Planning & Policy Committee
 Chair, Paul Sacamano
 Updates on the March 17, 2005 meeting. The next meeting will be on Thursday, April 21, 2005 at 4:00 PM at 11 Grove Street.

 Chair Sacamano reported that:

 - The Planning Committee has been discussing the Significant Landmark Ordinance and parts of the Urban Forest Plan.
 - Chair Sacamano reported that the sales tax is being reduced for tree planting and maintenance next year meaning less maintenance, staffing, and fewer trees planted. A request was made for more participation from Council Members at the Transportation Authority meetings to show support.

9. **CHAIR'S ANNOUNCEMENTS**: Paul Sacamano, Acting Chair, Urban Forest Council:

 No announcements were made at this time.

10. **DISCUSSION AND ACTION:** Election of Officers. Nomination and election of officers will be heard at a special May meeting of the Urban Forest Council because new members have not yet been appointed/reappointed. Announcement of possible May dates will be forwarded to Council members.

11. **INFORMATION:** New Business

No new business was heard at this time.

12. **PUBLIC COMMENT**. No public comment was heard at this time.

13. **ADJOURNMENT**. The meeting adjourned at 12:40 p.m.

The next regular meeting of the Urban Forest Council is scheduled for Tuesday, June 28, 2005 at 5:30 p.m., City Hall, Room 416.

Respectfully submitted by:

Monica Fish, Council Secretary

Adopted: June 28, 2005

SF Environment

CITY AND COUNTY OF SAN FRANCISCO
DEPARTMENT OF THE ENVIRONMENT

URBAN FOREST COUNCIL

COMMITTEE MEMBERS

Paul Sacamano, Acting Chair
Carolyn Blair
Jose Campos
Jocelyn Cohen
Kelly Cornell
Dr. Larry Costello
Bonnie Fisher
Steve Griswold
Jane Herman
Dhaya Lakshminaraya
Terry Milne
Kelly Quirke
An Marie Rodgers
Michael Sullivan

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Alexis Harte, Council Coordinator
Monica Fish, Council Secretary

Agenda

NOTICE OF CANCELLATION

The **Friday, April 8, 2005 at 10:00 a.m.** regularly scheduled meeting of the Urban Forest Council is cancelled. The next regular meeting is scheduled for **Tuesday, June 28, 2005 at 5:30 p.m.** at One Dr. Carlton B. Goodlett Place, City Hall, Room 400. An agenda will be prepared and distributed at least 72 hours prior to the meeting. If you have any questions please contact the Council Secretary at (415) 355-3709 or the Council Coordinator at (415) 355-3764. You may also visit our website at http://temp.sfgov.org/sfenvironment/events/index.htm#commission for more meeting information. Thank you.

Posted: March 30, 2005

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SF Environment

June 28, 2005 Special

Gavin Newsom, Mayor

Jared Blumenfeld, Director

City and County of San Francisco

Department of the Environment

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Urban Forest Council

Special Meeting Notice and Agenda

(This is a special meeting because it is not being held at its regularly scheduled time)

Tuesday, June 28, 2005

5:30 pm

City Hall, Room 416

1 Dr. Carlton B. Goodlett Place

San Francisco, CA 94102

Paul Sacamano, *SF Department of Public Works*

Acting Chair

Carolyn Blair
Mike Boss
Jocelyn Cohen
Dr. Larry Costello
Bonnie Fisher
David Habert
Steve Griswold
Lena Miller
Terry Milne
Kelly Quirke
Michael J. Sullivan
Jane Herman

SF Redevelopment Agency

SF Public Utilities Commission

Kelly Cornell

AnMarie Rodgers

SF Recreation & Parks Department

SF Planning Department

Alexis Harte

Urban Forest Council Coordinator

Grace Ma

Urban Forest Council Associate

Monica Fish

Urban Forest Council Secretary

Public comment will be taken before the Council takes action on any item.

Order of Business

AGENDA

1. Call to Order

2. Roll Call

3. **ACTION**: Adoption of minutes of the January 28, 2005 and the April 1, 2005 Urban Forest Council Special Meetings. (Explanatory Documents: Draft Minutes of the January 28, 2005 and April 1, 2005 Urban Forest Council Special Meetings (html))*
4. **DISCUSSION AND ACTION**: Nomination and Election of Officer(s).

5. **DISCUSSION AND ACTION**: Significant Tree Ordinance: The Council will discuss the proposed Significant and Landmark Tree Ordinance and may vote to pass a resolution endorsing the legislation. (Explanatory Documents: Significant Tree Ord Briefing 06.05, v.2 (Word); Proposed Significant Tree Ordinance (Word); 002-05 UFC Resolution supporting Ordinance: Public Works Code-significant trees, landmarks trees, and penalties for violation (File: 050689) and recommending clarification of Ordinance components and additional consideration of responsibilities (Word))*
6. **PRESENTATION**: Council Member Goals: The Council will hear a summary of top

priorities for UFC policies and activities based on individual member feedback

Sponsor: Alexis Harte

Presenter: Alexis Harte/Grace Ma

7. **INFORMATION:** Urban Forest Coordinator Report Alexis Harte, Urban Forest Coordinator. Mr. Harte will provide updates on UFC administrative and programmatic operations relating to research, planning, funding, outreach, and other related activities.

8. **DISCUSSION:** Review of Urban Forest Council and Committees meeting schedule (Explanatory Document: Proposed Meeting Schedule for September 2005 - December 2006 (Word))*

9. **COMMITTEE REPORTS:**

- Funding Committee

 Chair, Michael Sullivan

 The next meeting will be on Tuesday, July 26, 2005 at 12:00 PM at 11 Grove Street.

- Planning & Policy Committee

 Chair, Paul Sacamano

 The next meeting will be on Thursday, July 21, 2005 at 4:00 PM at 11 Grove Street

10. Chair's Announcements: Paul Sacamano, Acting Chair, Urban Forest Council:

11. **INFORMATION**: New Business

12. **PUBLIC COMMENT:** Members of the public may address the Council on matters that are within the Council's jurisdiction and are not on today's agenda.

13. Adjournment

Disability Access

The Urban Forest Council meetings will be held in Room 400 or 416, City Hall, 1 Dr. Carlton B. Goodlett Place, San Francisco, CA. The Council meeting room is wheelchair accessible. The closest accessible BART station is the Civic Center Station at United Nations Plaza and Market Street. Accessible MUNI lines serving this location are: #42 Downtown Loop, and #71 Haight/Noriega and the F Line to Market and Van Ness and the Metro Stations at Van Ness and Market and at Civic Center. For information about MUNI accessible services call (415) 923-6142. There is accessible curbside parking adjacent to City Hall on Grove Street and Van Ness Avenue and in the vicinity of the Veterans Building at 401 Van Ness Avenue adjacent to Davies Hall and the War Memorial Complex.

The following services are available on request 48 hours prior to the meeting; except for Monday meetings, for which the deadline shall be 4:00 p.m. of the last business day of the preceding week: For American sign language interpreters or the use of a reader during a meeting, a sound enhancement system, and/or alternative formats of the agenda and minutes, please contact Monica Fish at (415) 355-3709 to make arrangements for the accommodation. Late requests will be honored, if possible.

In order to assist the City's efforts to accommodate persons with severe allergies, environmental illnesses, multiple chemical sensitivity or related disabilities, attendees at public meetings are reminded that other attendees may be sensitive to various chemical based products. Please help the City accommodate these individuals. Individuals with chemical sensitivity or related disabilities should call the Mayor's Office on Disability accessibility hotline at (415) 554-6060.

Know your rights under the Sunshine Ordinance

(Chapter 67 of the San Francisco Administrative Code)

Government's duty is to serve the public, reaching its decisions in full view of the public. Commissions, boards, councils, and other agencies of the City and County exist to conduct the people's business. This ordinance assures that deliberations are conducted before the people and that City operations are open to the people's review. For more information on your rights under the Sunshine Ordinance or to report a violation of the ordinance, contact the Sunshine Ordinance Task Force, Adele Destro, Interim Sunshine Task Force Administrator, City Hall, Room 409, 1 Dr. Carlton B. Goodlett Place, San Francisco, CA 94102-4683 at Phone No.: (415) 554-7724; Fax No.: (415) 554-7854; E-mail: sotf@sfgov.org. Copies of the Sunshine Ordinance can be obtained from the Clerk of the Sunshine Task Force, the San Francisco Public Library and on the City's website at www.sfgov.org.

The ringing of and use of cell phones, pagers and similar sound-producing electronic devices are prohibited at this meeting. Please be advised that the Chair may order the removal from the meeting room of any person(s) responsible for the ringing or use of a cell phone, pager, or other similar sound-producing electronic devices.

Lobbyist Registration and Reporting Requirements

Individuals and entities that influence or attempt to influence local legislative or administrative action may be required by the San Francisco Lobbyist Ordinance [SF Campaign & Governmental Conduct Code §2.100, et. seq] to register and report lobbying activity. For more information about the Lobbyist Ordinance, please contact the Ethics Commission at: 30 Van Ness Avenue, Suite 3900, San Francisco, CA 94102; telephone (415) 581-2300, fax (415) 581-2317; web site at www.sfgov.org/ethics.

Other Important Information

Copies of explanatory documents are available to the public at Department of Environment, 11 Grove Street, San Francisco, California between the hours of 9 a.m. and 5 p.m., or when possible, on the Department of Environment's webpage: www.sfenvironment.com/; or, upon request to the Council Secretary, at the above address or telephone number 415-355-3709, or via e-mail at Monica.Fish@Sfgov.org within three business days of a meeting.

When bringing handouts to meetings, please photocopy on both sides of the paper and try to use post-consumer recycled or tree-free paper. Also, please bring sufficient copies of handouts for both the Commission and the public.

Public Comment

At this time, members of the public may address the Council on items of interest that are within the subject matter jurisdiction of the Council but are not on today's agenda. Public comment will be taken following each agendized item. Each member of the public may address the Council for up to three minutes, unless otherwise announced by the Chair. If it is demonstrated that the comments by the public will exceed 15 minutes, the Chair may continue Public Comment to another time during the meeting.

The Brown Act forbids the Council from taking action or discussing any item or issue not appearing on the posted agenda. This rule applies to issues raised in public comment as well. In response to public comment, not on an agendized item, the Council is limited to:

1. Briefly responding to statements made or questions posed by members of the public, or

2. Request staff to report back on a matter at a subsequent meeting, or

3. Directing staff to place the item or issue on a future agenda (Government Code Section 54954.2(a).)

Urban Forest Council

San Francisco Department of the Environment

City and County of San Francisco,

11 Grove Street

San Francisco, CA 94102

Posted: June 23, 2005

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GAVIN NEWSOM
Mayor

JARED BLUMENFELD
Director

CITY AND COUNTY OF SAN FRANCISCO
DEPARTMENT OF THE ENVIRONMENT

URBAN FOREST COUNCIL
SPECIAL MEETING

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DRAFT MINUTES

Tuesday, June 28, 2005
5:30 P.M.
City Hall, Room 416
1 Dr. Carlton B. Goodlett Place
San Francisco, CA 94102

1. **Call to Order**: Acting Chair Sacamano called the meeting to order at 5:40 p.m.

2. **Roll Call**: Present: Council Members Blair, Boss, Cohen, Costello, Miller, Milne, Quirke, Rodgers, Sacamano, Sullivan; Excused: Council Members Cornell, Fisher, Griswold, Habert, and Herman.

3. **ACTION**: Adoption of minutes of the January 28, 2005 and the April 1, 2005 Urban Forest Council Special Meetings. Upon motions by Council Member Milne and second by Council Member Rodgers, the minutes of the January 28, 2005 and April 1, 2005 meetings were unanimously adopted. No public comment was heard at this time.

4. **DISCUSSION AND ACTION**: Nomination and Election of Officer(s). The following nominations were made for Council Chair:

 - Council Member Sullivan nominated Council Member Sacamano who accepted the nomination.
 - Council Member Sacamano nominated Council Member Quirke who declined the nomination.
 - Council Member Sacamano nominated Council Member Sullivan who declined the nomination.
 - Council Member Blair nominated Council Member Milne who accepted the nomination.

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Council Members Sacamano and Milne made a statement on their vision for the Urban Forest Council.

On the motion to appoint Council Member Sacamano to Chair:

VOTE: 7-3 (Not Passed)

AYES: Council Members Boss, Cohen, Costello, Miller, Sullivan, Rodgers, and Sacamano

NOES: Council Members Blair, Milne, and Quirke

ABSENT: Council Members Cornell, Fisher, Griswold, Habert, and Herman

On the motion to appoint Council Member Milne to Chair:

VOTE: 6-4 (Not Passed)

AYES: Council Members Blair, Boss, Cohen, Milne, Quirke, and Rodgers

NOES: Council Members Costello, Miller, Sacamano, and Sullivan

ABSENT: Council Members Cornell, Fisher, Griswold, Habert, and Herman

A discussion was held on the duties of the Chair and Vice-Chair as stated in the Council Bylaws.

Council Member Milne withdrew his interest in appointment to Chair. As a result, another vote was taken on the motion to appoint Council Member Sacamano as Chair:

VOTE: 10-0 (Adopted)

AYES: Council Members Blair, Boss, Cohen, Costello, Miller, Milne, Quirke, Sullivan, Rodgers, and Sacamano

NOES: None

ABSENT: Council Members Cornell, Fisher, Griswold, Habert, and Herman

Council Member Boss nominated Terry Milne for Vice-Chair, seconded by Council Member Blair. **On the motion to appoint Council Member Milne to Vice-Chair:**

VOTE: 10-0 (Adopted)

AYES: Council Members Blair, Boss, Cohen, Costello, Miller, Milne, Quirke, Sullivan, Rodgers, and Sacamano

NOES: None

ABSENT: Council Members Cornell, Fisher, Griswold, Habert, and Herman

A discussion was held about the process for appointing a new Planning Committee Chair and establishing an Outreach Committee either as an official Committee or an Ad Hoc Committee to be used as a working group. An announcement was made that the Funding Committee would need an additional two members.

Council Members Boss and Miller were welcomed to the Council and discussed their background.

No public comment was heard at this time.

5. **DISCUSSION AND ACTION:** Significant Tree Ordinance: The Council discussed the proposed Significant and Landmark Tree Ordinance.

 Council Coordinator Harte discussed the UFC Briefing Sheet on the Significant Tree Ordinance summarizing the key components of the Ordinance as it relates to the Hazard Tree amendment (Sections 802, 806, 809), Tree Advisory Board amendment (Sections 802, 803), Significant Trees (Section 810a), Landmark Trees (Section 810), and Penalties and Fines (Section 811). The most recent action taken on the Ordinance by the Board of Supervisors Land Use Committee was "Continued to the Call of the Chair."

 The Council was asked to consider UFC Resolution No. 002-05, Urban Forestry Revisions to the Ordinance in order to make recommendations to the Board of Supervisors and the Mayor.

 Public comment from Tracey Hughes on (1) the landmark tree nomination process, (2) state, national and forest programs; and (3) supporting landmarking of trees; (4) saving a tree at 1070 Sanchez Street. A copy of a petition was turned in to save the tree.

 Public Comment from Bud Ryerson speaking against the Ordinance in its current form and misinformation relayed at the Board of Supervisors Land Use Committee. Against an Urban Forest Council member speaking in support of the Ordinance at the Land Use Committee relaying their position as one that could have been construed as the position of the Council. Questions were asked how the Urban Forest Council and the public would inspect private property trees for landmarking. Supporting the Urban Forest Council's Resolution eliminating Section 810(a) and modification of Section 811, but thought the wording supporting the Ordinance was wrong since revisions were recommended.

 Public comment from Jennifer Moerer, Parks and Tree Chair, Telegraph Hill Dwellers expressed support of the preservation of urban significant trees, the Ordinance, and the Urban Forest Council overseeing the landmark process.

Public comment from Keith Saggers, Member San Francisco Tree Council urging the Council to form a consensus on the legislation and that the Board is looking for the Council's guidance by replacing the San Francisco Tree Advisory Board with the Urban Forestry Council.

Public comment from Chris Buck, Education Coordinator, Friends of the Urban Forest on the omission of a San Francisco ordinance requiring removal permits of private property trees. Spoke in support of a form of legislation for landmarking private property trees.

Public comment from Olga Ryerson supporting landmarking trees, but expressed concern with designating significant trees. Recommended a minimum or value of the tree fine for illegally removing a tree.

The Urban Forest Council recommended the following amendments to Resolution No. 002-05-UFC:

- Amend Page 2, line 16 to change the word "endorsement" to "recommendation."
- Amend with clerical amendments on Page 1, line 22, change "tress to trees"; Page 2, line 17, add "with" before the word "its".
- Add a Further Resolved, that all lines that state "any person seeking to have a tree designated as a landmark must pay all costs related to the Board of Supervisors hearing" be rescinded throughout the legislation.
- Amend Page 1, Lines 9–10 by deleting "are an uncommon species, are an unusually large size for the species."

On the motion to adopt Resolution No. 002-05-UFC with amendments:

VOTE: 5-5 (Not Adopted)

AYES: Members Costello, Quirke, Sullivan, Sacamano, and Rodgers

NOES: Members Blair, Boss, Cohen, Miller, and Milne,

ABSENT: Council Members Cornell, Fisher, Griswold, Habert, and Herman

Council Member Rodgers left the meeting at this time.

Upon motion by Council Member Sacamano and second by Council Member Blair, this item was proposed for continuation to the July 22, 2005 Urban Forest Council meeting.

VOTE: (AYES: 8; NOES: 1) Approved for Continuation to the July 22, 2005 meeting.

AYES: Members Blair, Boss, Cohen, Costello, Miller, Milne, Quirke and Sacamano

NOES: Member Sullivan

ABSENT: Council Members Cornell, Fisher, Griswold, Habert, Herman, and Rodgers

Council Member Sullivan left the meeting at this time.

Members were asked to send comments for an amended/proposed Resolution on the Significant and Landmark Tree Ordinance for discussion at the Planning Committee meeting. The Planning Committee would then make recommendations on the Ordinance to the full Urban Forest Council at the next full Council Special meeting on July 22, 2005.

6. **PRESENTATION:** Council Member Goals: The Council heard a summary of top priorities for UFC policies and activities based on individual member feedback.

 Sponsor: Alexis Harte
 Presenter: Alexis Harte/Grace Ma

 A summary of top priorities for UFC policies and activities based on individual member feedback was distributed at the meeting for discussion. A request had been made for the Council members to send their feedback as to their top three priorities as to what they would like to be working on to the Urban Forest Council Coordinator. The summary lists the feedback received from nine of the Council Members who responded. A request was made that the additional six members of the Council respond.

 Member Milne indicated his first priority as to complete and enact the comprehensive plan and second priority is to increase UFC visibility and influence.

 Member Blair asked to add improving tree maintenance and opposition to City departments topping trees to "Enforcement of existing tree protection ordinances and policies."

 A recommendation was made to add this item to a future meeting to allow for more discussion.

7. **INFORMATION:** Urban Forest Coordinator Report Alexis Harte, Urban Forest Coordinator. Mr. Harte provided updates on UFC administrative and programmatic operations relating to research, planning, funding, outreach, and other related activities.

 Council Coordinator Harte advised the Council that copies of the "Good Government Guide: An Overview of the Laws Governing the Conduct of Public Officials" are available at the meeting for Council Members to review. The Guide has pertinent information on how meetings and sunshine laws work. He advised the Council that there are Sunshine Ordinance workshops for members to attend and that individual questions could be answered.

An announcement was made that a first draft of the Comprehensive Urban Forest Plan is available. Council members have been requested to send their initial comments to the Urban Forest Council Coordinator by June 30, 2005.

The Funding Committee would need two members to fill past seats. Chair Sacamano announced that the Planning Committee would need a new Chair since he was appointed Urban Forest Council Chair.

The Mayor of New Delhi announced that he would be planting 150,000 trees in the city of Delhi.

8. **DISCUSSION:** Review of Urban Forest Council and Committees meeting schedule.

A proposed change to the schedule of future Urban Forest Council meetings was discussed and Council Members were asked to agree to a meeting schedule. A Bylaws change would be necessary to change the schedule. A special July 22, 2005, 10:00 a.m. meeting would be scheduled in addition to the proposed meeting schedule. A request was made to agendize the schedule for discussion at the next full Council meeting.

9. **COMMITTEE REPORTS:**

- Funding Committee
 Chair, Michael Sullivan
 The next meeting will be on Tuesday, July 26, 2005 at 12:00 PM at 11 Grove Street.

 Alexis Harte, Urban Forest Coordinator stated that a letter was drafted on behalf of the Committee members, but as members of the public, to raise awareness of the Prop K funding cuts to street tree planting.

- Planning & Policy Committee
 Chair, Paul Sacamano
 The next special meeting will be on Monday, July 11, 2005 at 12:00 Noon. The next regular meeting is scheduled for Thursday, July 21, 2005 at 4:00 PM at 11 Grove Street.

 Planning Committee Chair Sacamano announced that a discussion was held about the Significant and Landmark Tree Ordinance. A teleconference was held with Jim Clark about the Comprehensive Urban Forest Draft Plan. Mr. Harte requested comments on the Draft Plan from the Urban Forest Council members to forward to Mr. Clark.

10. **CHAIR'S ANNOUNCEMENTS**: Paul Sacamano, Acting Chair, Urban Forest Council.

Chair Sacamano announced there has been an effort to restore the lost sales tax revenues but nothing has happened at this time. A request was made to put the Prop K

and other funding issues on the next full Council meeting agenda as an informational item.

11. **INFORMATION**: New Business

 Member Blair asked how to fine the Recreation and Park Department and the Department of Public Work's tree crews for topping trees. A recommendation was made to draft maintenance standards for public agencies and discuss this issue at a Planning Committee meeting.

12. **PUBLIC COMMENT**: Members of the public may address the Council on matters that are within the Council's jurisdiction and are not on today's agenda.

 Public comment from Chris Buck, arborist, requesting help from the Urban Forest Council on requesting that the Planning Commission ask the owner of 1070 Sanchez Street to redesign their new building to account for the tree discussed previously.

 Public comment from Richard Ingraham, Geneticist, Fairmount Neighborhood, regarding urban area tree problems and selecting the right trees for planting. Speaking against the proposed Ordinance.

 Public comment from Tracey Hughes on (1) not being able to obtain the original footprint of the plans for the tree at 1070 Sanchez Street; (2) the developer not paying appropriate fees for the project; and (3) paying a large amount of fees for review of the project.

13. **ADJOURNMENT**: The meeting adjourned at 8:40 p.m.

 The next Regular Meeting of the Urban Forest Council scheduled for Friday, July 8, 2005 has been cancelled and rescheduled to a Special Meeting on July 22, 2005.

Copies of explanatory documents are available to the public at Department of Environment, 11 Grove Street, San Francisco, California between the hours of 9 a.m. and 5 p.m., or when possible, on the Department of Environment's webpage: **www.sfenvironment.com/**; or, upon request to the Council Secretary, at the above address or telephone number 415-355-3709, or via e-mail at **Monica.Fish@Sfgov.org**.

Respectfully submitted by:

Monica Fish, Council Secretary

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GAVIN NEWSOM
Mayor

JARED BLUMENFELD
Director

CITY AND COUNTY OF SAN FRANCISCO
DEPARTMENT OF THE ENVIRONMENT
URBAN FOREST COUNCIL
SPECIAL MEETING

APPROVED MINUTES

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Tuesday, June 28, 2005
5:30 P.M.
City Hall, Room 416
1 Dr. Carlton B. Goodlett Place
San Francisco, CA 94102

1. **Call to Order**: Acting Chair Sacamano called the meeting to order at 5:40 p.m.

2. **Roll Call**: Present: Council Members Blair, Boss, Cohen, Costello, Miller, Milne, Quirke, Rodgers, Sacamano, Sullivan; Excused: Council Members Cornell, Fisher, Griswold, Habert, and Herman.

3. **ACTION**: Adoption of minutes of the January 28, 2005 and the April 1, 2005 Urban Forest Council Special Meetings. Upon motions by Council Member Milne and second by Council Member Rodgers, the minutes of the January 28, 2005 and April 1, 2005 meetings were unanimously adopted. No public comment was heard at this time.

4. **DISCUSSION AND ACTION**: Nomination and Election of Officer(s). The following nominations were made for Council Chair:

 - Council Member Sullivan nominated Council Member Sacamano who accepted the nomination.
 - Council Member Sacamano nominated Council Member Quirke who declined the nomination.
 - Council Member Sacamano nominated Council Member Sullivan who declined the nomination.
 - Council Member Blair nominated Council Member Milne who accepted the nomination.

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Council Members Sacamano and Milne made a statement on their vision for the Urban Forest Council.

On the motion to appoint Council Member Sacamano to Chair:

VOTE: 7-3 (Not Passed)

AYES: Council Members Boss, Cohen, Costello, Miller, Sullivan, Rodgers, and Sacamano

NOES: Council Members Blair, Milne, and Quirke

ABSENT: Council Members Cornell, Fisher, Griswold, Habert, and Herman

On the motion to appoint Council Member Milne to Chair:

VOTE: 6-4 (Not Passed)

AYES: Council Members Blair, Boss, Cohen, Milne, Quirke, and Rodgers

NOES: Council Members Costello, Miller, Sacamano, and Sullivan

ABSENT: Council Members Cornell, Fisher, Griswold, Habert, and Herman

A discussion was held on the duties of the Chair and Vice-Chair as stated in the Council Bylaws.

Council Member Milne withdrew his interest in appointment to Chair. As a result, another vote was taken on the motion to appoint Council Member Sacamano as Chair:

VOTE: 10-0 (Adopted)

AYES: Council Members Blair, Boss, Cohen, Costello, Miller, Milne, Quirke, Sullivan, Rodgers, and Sacamano

NOES: None

ABSENT: Council Members Cornell, Fisher, Griswold, Habert, and Herman

Council Member Boss nominated Terry Milne for Vice-Chair, seconded by Council Member Blair. **On the motion to appoint Council Member Milne to Vice-Chair:**

VOTE: 10-0 (Adopted)

AYES: Council Members Blair, Boss, Cohen, Costello, Miller, Milne, Quirke, Sullivan, Rodgers, and Sacamano

NOES: None

ABSENT: Council Members Cornell, Fisher, Griswold, Habert, and Herman

A discussion was held about the process for appointing a new Planning Committee Chair and establishing an Outreach Committee either as an official Committee or an Ad Hoc Committee to be used as a working group. An announcement was made that the Funding Committee would need an additional two members.

Council Members Boss and Miller were welcomed to the Council and discussed their background.

No public comment was heard at this time.

5. **DISCUSSION AND ACTION:** Significant Tree Ordinance: The Council discussed the proposed Significant and Landmark Tree Ordinance.

Council Coordinator Harte discussed the UFC Briefing Sheet on the Significant Tree Ordinance summarizing the key components of the Ordinance as it relates to the Hazard Tree amendment (Sections 802, 806, 809), Tree Advisory Board amendment (Sections 802, 803), Significant Trees (Section 810a), Landmark Trees (Section 810), and Penalties and Fines (Section 811). The most recent action taken on the Ordinance by the Board of Supervisors Land Use Committee was "Continued to the Call of the Chair."

The Council was asked to consider UFC Resolution No. 002-05, Urban Forestry Revisions to the Ordinance in order to make recommendations to the Board of Supervisors and the Mayor.

Public comment from Tracey Hughes on (1) the landmark tree nomination process, (2) state, national and forest programs; (3) supporting landmarking of trees; and (4) saving a tree at 1070 Sanchez Street. A copy of a petition was turned in to save the tree.

Public Comment from Bud Ryerson speaking against the Ordinance in its current form and misinformation relayed at the Board of Supervisors Land Use Committee. Against an Urban Forest Council member speaking in support of the Ordinance at the Land Use Committee relaying their position as one that could have been construed as the position of the Council. Questions were asked how the Urban Forest Council and the public would inspect private property trees for landmarking. Supporting the Urban Forest Council's Resolution eliminating Section 810(a) and modification of Section 811, but thought the wording supporting the Ordinance was wrong since revisions were recommended.

Public comment from Jennifer Moerer, Parks and Tree Chair, Telegraph Hill Dwellers expressed support of the preservation of urban significant trees, the Ordinance, and the Urban Forest Council overseeing the landmark process.

Public comment from Keith Saggers, Member San Francisco Tree Council urging the Council to form a consensus on the legislation and that the Board is looking for the Council's guidance by replacing the San Francisco Tree Advisory Board with the Urban Forestry Council.

Public comment from Chris Buck, Education Coordinator, Friends of the Urban Forest on the omission of a San Francisco ordinance requiring removal permits of private property trees. Spoke in support of a form of legislation for landmarking private property trees.

Public comment from Olga Ryerson supporting landmarking trees, but expressed concern with designating significant trees. Recommended a minimum or value of the tree fine for illegally removing a tree.

The Urban Forest Council recommended the following amendments to Resolution No. 002-05-UFC:

- Amend Page 2, line 16 to change the word "endorsement" to "recommendation."
- Amend with clerical amendments on Page 1, line 22, change "tress to trees"; Page 2, line 17, add "with" before the word "its".
- Add a Further Resolved, that all lines that state "any person seeking to have a tree designated as a landmark must pay all costs related to the Board of Supervisors hearing" be rescinded throughout the legislation.
- Amend Page 1, Lines 9–10 by deleting "are an uncommon species, are an unusually large size for the species."

On the motion to adopt Resolution No. 002-05-UFC with amendments:

VOTE: 5-5 (Not Adopted)

AYES: Members Costello, Quirke, Sullivan, Sacamano, and Rodgers

NOES: Members Blair, Boss, Cohen, Miller, and Milne,

ABSENT: Council Members Cornell, Fisher, Griswold, Habert, and Herman

Council Member Rodgers left the meeting at this time.

Upon motion by Council Member Sacamano and second by Council Member Blair, this item was proposed for continuation to the July 22, 2005 Urban Forest Council meeting.

VOTE: (AYES: 8; NOES: 1) Approved for Continuation to the July 22, 2005 meeting.

AYES: Members Blair, Boss, Cohen, Costello, Miller, Milne, Quirke and Sacamano

NOES: Member Sullivan

ABSENT: Council Members Cornell, Fisher, Griswold, Habert, Herman, and Rodgers

Council Member Sullivan left the meeting at this time.

Members were asked to send comments for an amended/proposed Resolution on the Significant and Landmark Tree Ordinance for discussion at the Planning Committee meeting. The Planning Committee would then make recommendations on the Ordinance to the full Urban Forest Council at the next full Council Special meeting on July 22, 2005.

6. **PRESENTATION:** Council Member Goals: The Council heard a summary of top priorities for UFC policies and activities based on individual member feedback.

Sponsor: Alexis Harte
Presenter: Alexis Harte/Grace Ma

A summary of top priorities for UFC policies and activities based on individual member feedback was distributed at the meeting for discussion. A request had been made for the Council members to send their feedback as to their top three priorities as to what they would like to be working on to the Urban Forest Council Coordinator. The summary lists the feedback received from nine of the Council Members who responded. A request was made that the additional six members of the Council respond.

Member Milne indicated his first priority as to complete and enact the comprehensive plan and second priority is to increase UFC visibility and influence.

Member Blair asked to add improving tree maintenance and opposition to City departments topping trees to "Enforcement of existing tree protection ordinances and policies."

A recommendation was made to add this item to a future meeting to allow for more discussion.

7. **INFORMATION:** Urban Forest Coordinator Report Alexis Harte, Urban Forest Coordinator. Mr. Harte provided updates on UFC administrative and programmatic operations relating to research, planning, funding, outreach, and other related activities.

Council Coordinator Harte advised the Council that copies of the "Good Government Guide: An Overview of the Laws Governing the Conduct of Public Officials" are available at the meeting for Council Members to review. The Guide has pertinent information on how meetings and sunshine laws work. He advised the Council that there are Sunshine Ordinance workshops for members to attend and that individual questions could be answered.

An announcement was made that a first draft of the Comprehensive Urban Forest Plan is available. Council members have been requested to send their initial comments to the Urban Forest Council Coordinator by June 30, 2005.

The Funding Committee would need two members to fill past seats. Chair Sacamano announced that the Planning Committee would need a new Chair since he was appointed Urban Forest Council Chair.

The Mayor of New Delhi announced that he would be planting 150,000 trees in the city of Delhi.

8. **DISCUSSION:** Review of Urban Forest Council and Committees meeting schedule.

A proposed change to the schedule of future Urban Forest Council meetings was discussed and Council Members were asked to agree to a meeting schedule. A Bylaws change would be necessary to change the schedule. A special July 22, 2005, 10:00 a.m. meeting would be scheduled in addition to the proposed meeting schedule. A request was made to agendize the schedule for discussion at the next full Council meeting.

9. **COMMITTEE REPORTS:**

- Funding Committee
 Chair, Michael Sullivan
 The next meeting will be on Tuesday, July 26, 2005 at 12:00 PM at 11 Grove Street.

 Alexis Harte, Urban Forest Coordinator stated that a letter was drafted on behalf of the Committee members, but as members of the public, to raise awareness of the Prop K funding cuts to street tree planting.

- Planning & Policy Committee
 Chair, Paul Sacamano
 The next special meeting will be on Monday, July 11, 2005 at 12:00 Noon. The next regular meeting is scheduled for Thursday, July 21, 2005 at 4:00 PM at 11 Grove Street.

 Planning Committee Chair Sacamano announced that a discussion was held about the Significant and Landmark Tree Ordinance. A teleconference was held with Jim Clark about the Comprehensive Urban Forest Draft Plan. Mr. Harte requested comments on the Draft Plan from the Urban Forest Council members to forward to Mr. Clark.

10. **CHAIR'S ANNOUNCEMENTS**: Paul Sacamano, Acting Chair, Urban Forest Council.

Chair Sacamano announced there has been an effort to restore the lost sales tax revenues but nothing has happened at this time. A request was made to put the Prop K

and other funding issues on the next full Council meeting agenda as an informational item.

11. **INFORMATION**: New Business

 Member Blair asked how to fine the Recreation and Park Department and the Department of Public Work's tree crews for topping trees. A recommendation was made to draft maintenance standards for public agencies and discuss this issue at a Planning Committee meeting.

12. **PUBLIC COMMENT**: Members of the public may address the Council on matters that are within the Council's jurisdiction and are not on today's agenda.

 Public comment from Chris Buck, arborist, requesting help from the Urban Forest Council on requesting that the Planning Commission ask the owner of 1070 Sanchez Street to redesign their new building to account for the tree discussed previously.

 Public comment from Richard Ingraham, Geneticist, Fairmount Neighborhood, regarding urban area tree problems and selecting the right trees for planting. Speaking against the proposed Ordinance.

 Public comment from Tracey Hughes on (1) not being able to obtain the original footprint of the plans for the tree at 1070 Sanchez Street; (2) the developer not paying appropriate fees for the project; and (3) paying a large amount of fees for review of the project.

13. **ADJOURNMENT**: The meeting adjourned at 8:40 p.m.

 The next Regular Meeting of the Urban Forest Council scheduled for Friday, July 8, 2005 has been cancelled and rescheduled to a Special Meeting on July 22, 2005.

Copies of explanatory documents are available to the public at Department of Environment, 11 Grove Street, San Francisco, California between the hours of 9 a.m. and 5 p.m., or when possible, on the Department of Environment's webpage: **www.sfenvironment.com/**; or, upon request to the Council Secretary, at the above address or telephone number 415-355-3709, or via e-mail at **Monica.Fish@Sfgov.org**.

Respectfully submitted by:

Monica Fish, Council Secretary

Adopted: July 22, 2005

SF Environment
Our home. Our city. Our planet.

GAVIN NEWSOM
Mayor

JARED BLUMENFELD
Director

CITY AND COUNTY OF SAN FRANCISCO
URBAN FOREST COUNCIL

Agenda

NOTICE OF RESCHEDULED MEETING*

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Friday, July 8, 2005, 10:00 A.M.

City Hall, Room 400
1 Dr. Carlton B. Goodlett Place
San Francisco, CA 94102

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*The Friday, July 8, 2005 regularly scheduled meeting of the Urban Forest Council has been **cancelled and rescheduled to a Special Meeting to be held on Friday, July 22, 2005 at 10:00 a.m.** The meeting will be held at City Hall, Room 400. An agenda will be provided 72 hours prior to the meeting. Please contact the Council Secretary, Monica Fish, at 415-355-3709 or monica.fish@sfgov.org if you would like to be placed on the agenda list. An agenda may also be accessed on the website at http://sfgov.org/site/sfenvironment_meeting.asp?id=15811.

Urban Forest Council
San Francisco Department of the Environment
City and County of San Francisco,
11 Grove Street
San Francisco, CA 94102

Posted: June 30, 2005

SF Environment

GAVIN NEWSOM, MAYOR
JARED BLUMENFELD, DIRECTOR

CITY AND COUNTY OF SAN FRANCISCO
DEPARTMENT OF THE ENVIRONMENT
URBAN FOREST COUNCIL

Special Meeting Notice and Agenda

(This is a special meeting because it is not being held at its regularly scheduled time)

Friday, July 22, 2005
10:00 am
City Hall, Room 400
1 Dr. Carlton B. Goodlett Place
San Francisco, CA 94102

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Terry Milne
Acting Chair

Carolyn Blair
Mike Boss
Jocelyn Cohen
Dr. Larry Costello
Bonnie Fisher
Kelly Cornell
SF Recreation & Park Department

Steve Griswold
Lena Miller
Kelly Quirke
Michael J. Sullivan

Jane Herman
SF Public Utilities Commission

David Habert
SF Redevelopment Agency

AnMarie Rodgers
SF Planning Department

Paul Sacamano
SF Department of Public Works

Alexis Harte
Urban Forest Council Coordinator

Grace Ma
Urban Forest Council Associate

Monica Fish
Urban Forest Council Secretary

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Public comment will be taken before the Council takes action on any item.

Order of Business

AGENDA

1. **CALL TO ORDER**

2. **ROLL CALL**

3. **ACTION**: Adoption of minutes of the June 28, 2005 Urban Forest Council Special Meeting. (Explanatory Document: Draft Minutes of the June 28, 2005 Urban Forest Council Special Meeting)

4. **DISCUSSION AND ACTION**: Nomination and Election of Chair. If the Vice Chair position is vacated through this voting process, the Council will nominate and elect a new Vice Chair.

5. **DISCUSSION AND ACTION:** Proposed Amendment to Urban Forest Council Bylaws Article VI – Meetings, Section 5: Meetings. The Council will discuss and vote on one of five options to change its meeting schedule. Any change would begin August 2005. (Explanatory Documents: Urban Forest Council Bylaws as Adopted on December 10, 2003; Bylaws Change Notice and Resolution File No. R-2005-02-UFC Amend Bylaws)

6. **PRESENTATION***:* Greening our Streets, Exploring Mini Urban Parks: Two Complementary Solutions. Jocelyn Cohen, Sidewalk Pocket Park Gardens and Jane Martin, Plant*SF. The Council will hear about landscaping projects to install plants and trees, increase permeable surfaces and improve neighborhoods (Explanatory Document: Plant SF Flyer and Sidewalk Pocket Park Garden Presentation).
 Sponsor: Alexis Harte
 Presenter: Jocelyn Cohen, Jane Martin

7. **PRESENTATION***:* Enforcing Tree Related Municipal Codes. David Dockter, City of Palo Alto. The Council will hear about effective policies and practices for tree preservation in other municipalities. (Explanatory Document: Creative Enforcement Strategies for Municipal Tree Ordinances Presentation)
 Sponsor: Alexis Harte
 Presenter: David Dockter

8. **DISCUSSION AND ACTION***:* Significant Tree Ordinance: The Council will discuss the proposed Significant Tree Ordinance and may vote to pass a resolution endorsing the legislation. (Explanatory Documents: Significant Tree Ord Briefing 06.05v2; Proposed Significant Tree Ordinance: Public Works Code - significant trees, landmark trees, and penalties for violation (File 050689); R-2005-1-UFC Resolution; Memo: Urban Forestry Ordinance Revisions Recommendations and Notes on Significant Tree Resolution)

9. **CHAIR's ANNOUNCEMENTS**: Terry Milne, Acting Chair, Urban Forest Council.

10. **INFORMATION**: New Business

11. **PUBLIC COMMENT**: Members of the public may address the Council on matters that are within the Council's jurisdiction and are not on today's agenda.

12. **ADJOURNMENT**

Public Comment

At this time, members of the public may address the Council on items of interest that are within the subject matter jurisdiction of the Council but are not on today's agenda. Public comment will be taken following each agendized item. Each member of the public may address the Council for up to three minutes, unless otherwise announced by the Chair. If it is demonstrated that the comments by the public will exceed 15 minutes, the Chair may continue Public Comment to another time during the meeting.

The Brown Act forbids the Council from taking action or discussing any item or issue not appearing on the posted agenda. This rule applies to issues raised in public comment as well. In response to public comment, not on an agendized item, the Council is limited to:

1. Briefly responding to statements made or questions posed by members of the public, or
2. Request staff to report back on a matter at a subsequent meeting, or
3. Directing staff to place the item or issue on a future agenda (Government Code Section 54954.2(a).)

Disability Access

The Urban Forest Council meetings will be held in Room 400 or 416, City Hall, 1 Dr. Carlton B. Goodlett Place, San Francisco, CA. The Council meeting room is wheelchair accessible. The closest accessible BART station is the Civic Center Station at United Nations Plaza and Market Street. Accessible MUNI lines serving this location are: #42 Downtown Loop, and #71 Haight/Noriega and the F Line to Market and Van Ness and the Metro Stations at Van Ness and Market and at Civic Center. For information about MUNI accessible services call (415) 923-6142. There is accessible curbside parking adjacent to City Hall on Grove Street and Van Ness Avenue and in the vicinity of the Veterans Building at 401 Van Ness Avenue adjacent to Davies Hall and the War Memorial Complex.

The following services are available on request 48 hours prior to the meeting; except for Monday meetings, for which the deadline shall be 4:00 p.m. of the last business day of the preceding week: For American sign language interpreters or the use of a reader during a meeting, a sound enhancement system, and/or alternative formats of the agenda and minutes, please contact Monica Fish at (415) 355-3709 to make arrangements for the accommodation. Late requests will be honored, if possible.

In order to assist the City's efforts to accommodate persons with severe allergies, environmental illnesses, multiple chemical sensitivity or related disabilities, attendees at public meetings are reminded that other attendees may be sensitive to various chemical based products. Please help the City accommodate these individuals. Individuals with chemical sensitivity or related disabilities should call the Mayor's Office on Disability accessibility hotline at (415) 554-6060.

Know your rights under the Sunshine Ordinance
(Chapter 67 of the San Francisco Administrative Code)

Government's duty is to serve the public, reaching its decisions in full view of the public. Commissions, boards, councils, and other agencies of the City and County exist to conduct the people's business. This ordinance assures that deliberations are conducted before the people and that City operations are open to the people's review. For more information on your rights under the Sunshine Ordinance or to report a violation of the ordinance, contact the Sunshine Ordinance Task Force, Adele Destro, Interim Sunshine Task Force Administrator, City Hall, Room 409, 1 Dr. Carlton B. Goodlett Place, San Francisco, CA 94102-4683 at Phone No.: (415) 554-7724; Fax No.: (415) 554-7854; E-mail: sotf@sfgov.org. Copies of the Sunshine Ordinance can be obtained from the Clerk of the Sunshine Task Force, the San Francisco Public Library and on the City's website at www.sfgov.org.

The ringing of and use of cell phones, pagers and similar sound-producing electronic devices are prohibited at this meeting. Please be advised that the Chair may order the removal from the meeting room of any person(s) responsible for the ringing or use of a cell phone, pager, or other similar sound-producing electronic devices.

Lobbyist Registration and Reporting Requirements

Individuals and entities that influence or attempt to influence local legislative or administrative action may be required by the San Francisco Lobbyist Ordinance [SF Campaign & Governmental Conduct Code §2.100, et. seq] to register and report lobbying activity. For more information about the Lobbyist Ordinance, please contact the Ethics Commission at: 30 Van Ness Avenue, Suite 3900, San Francisco, CA 94102; telephone (415) 581-2300, fax (415) 581-2317; web site at www.sfgov.org/ethics.

Other Important Information

Copies of explanatory documents are available to the public at Department of Environment, 11 Grove Street, San Francisco, California between the hours of 9 a.m. and 5 p.m., or when possible, on the Department of Environment's webpage: **www.sfenvironment.com/**; or, upon request to the Council Secretary, at the above address or telephone number 415-355-3709, or via e-mail at **Monica.Fish@Sfgov.org** within three business days of a meeting.

When bringing handouts to meetings, please photocopy on both sides of the paper and try to use post-consumer recycled or tree-free paper. Also, please bring sufficient copies of handouts for both the Commission and the public.

Urban Forest Council
San Francisco Department of the Environment
City and County of San Francisco
11 Grove Street
San Francisco, CA 94102

Posted: July 18, 2005

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GAVIN NEWSOM
Mayor

JARED BLUMENFELD
Director

MEETING DATE: July 22, 2005 **ITEM NO. 5**

URBAN FOREST COUNCIL

AGENDA PACKET CONTENTS LIST*

- ☒ Urban Forest Council Bylaws as Adopted on December 10, 2003
- ☒ Notice to Amend Bylaws
- ☒ UFC Resolution File No. R-2005-02-UFC Amend Bylaws
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***This list reflects the explanatory documents provided.**

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SAN FRANCISCO URBAN FOREST COUNCIL

BYLAWS

Article I – Identification

Article II – Creation and Mission

Article III – Urban Forest Council

Article IV – Officers

Article V – Council Staff

Article VI – Meetings

Article VII – Voting

Article VIII – Committees

Article IX – Parliamentary Procedures

Article X – Code of Ethics

Article XI – Amendment of Bylaws

As adopted on December 10, 2003

URBAN FOREST COUNCIL
BYLAWS

Article I - Identification

Section 1: Name

The Urban Forest Council

Section 2: Compliance with Applicable Laws

The Council shall comply with all applicable laws, including but not limited to the Ralph M. Brown Act (Cal. Government Code Section 54950 *et seq.*) and the San Francisco Sunshine Ordinance (San Francisco Administrative Code Section 67.1 *et seq.*) in publishing notices, agendas, and minutes and carrying out its operations and functions. Where publication or posting on a website is required, the Council shall use the Department of the Environment's website.

Article II – Creation and Mission

Section 1: The Urban Forest Council

The Urban Forest Council was established for the purpose of guiding the stewardship of San Francisco's trees by promoting a healthy and sustainable urban forest that benefits all San Franciscans while ensuring public health and safety (San Francisco Environment Code Chapter 12 Sec. 1200(b)). The Council will carry out the duties specified in the ordinance so as to protect the community interest and ensure that San Francisco realizes the full range of tree benefits into the future (San Francisco Environment Code Chapter 12 Sec. 1200(a)).

Article III – Urban Forest Council

Section 1: Number

The Council membership consists of fifteen representatives from local, state and federal agencies, non-governmental organizations, technical experts and the public. City Department Heads, the Board of Supervisors and the Mayor appoint council members (San Francisco Environment Code Chapter 12 Sec. 1202(a)).

Section 2: Term of Appointment

Council members shall serve for two years. Members can serve successive terms if re-appointed by the body originally appointing the Council member. Council members serve at the pleasure of the body that appoints each Council member as specified by ordinance. The body

that appoints Council members also may appoint at-large members to serve any unfilled Council positions (San Francisco Environment Code Chapter 12 Sec. 1202(b)).

Section 3: Compensation

Council members shall serve without compensation (San Francisco Environment Code Chapter 12 Sec. 1202(g)).

Section 4: Purpose and Responsibilities

(1) Develop, adopt, and update a long-term comprehensive Urban Forest Plan that assists with the formulation of legislation and policy for the management of the City's public and private trees.

The plan will include, but not be limited to:

a) An inventory of physical resources and existing programs.
b) The results of an assessment of the general public and San Francisco decision makers that reflects opinions on the state and future of the urban forest.
c) A benefit/cost analysis.
d) Recommendations for future policy, operational and legislative actions.
e) Best Management Practices

(2) Facilitate coordination among agencies with tree management responsibilities.

a) Advise the Mayor, Board of Supervisors, city departments and commissions on urban forest concerns.
b) Review project plans for major publicly sponsored developments and civic improvements and changes to the public right-of-way as they may impact trees. Based on its review, the Council shall make recommendations regarding these projects to the Planning Department and other affected agencies.
c) Notify and involve public agencies when issues relate to trees on lands under their jurisdiction.
d) Advise agencies with tree management responsibilities in their efforts to incorporate and follow the urban forest plan guidelines, best management practices, and other Council recommendations and policies.
e) Facilitate the cooperative interaction of tree-related activities among various City, State, and federal agencies, as well as among businesses, public utilities, non-profit organizations, and the public.

(3) Report on the state of the urban forest.

a) Prepare or facilitate the plans and reports as set forth in the Urban Forest Council Ordinance.

i) The Council shall report to the Board of Supervisors and Mayor by September 1st of each year regarding the state of the urban forest.

ii) City agencies and any non-profit organizations that accept city funding shall report to the Council no later than June 30 of each year. Other public entities also are urged to submit reports to the Council regarding the trees that they manage.

(4) Ensure adherence to Urban Forest Council Policies, Guidelines or Standards.

a) City agencies that do not adhere to the policies, guidelines, or standards outlined in the Urban Forest Plan or best management practices shall explain their reasoning at a public hearing before the Council.
b) Enforce procedures to address the Council in the public hearing process.

(5) Foster Public Education and Outreach

a) Encourage early and continuous public participation in urban forest projects and programs that includes consideration of neighborhood interests.
b) Provide at designated Council meetings for a regular forum that follows an agenda of scheduled topics for public discussion of urban forest issues.
c) Serve as a clearinghouse for information related to the urban forest through the Department of the Environment.

(6) Develop and Promote Best Management Practices

a) Develop and adopt tree planting and maintenance standards.
b) Establish criteria for a landmark/heritage tree program to provide for the protection of valuable trees on public and private property. The program shall propose administrative procedures and a tree removal appeal process for landmark/heritage trees.
c) Adopt guidelines for protecting trees during project design and construction.

(7) Funding Assessment
a) Identify funding and staffing needs and opportunities for urban forest programs.
b) Help secure and encourage commitment of adequate resources for tree programs.
c) Develop and adopt a city-wide budget for the health and well-being of San Francisco's urban forest.

Section 5: Excused Absences

If a Council member provides prior notification of absence from Council and Committee meetings to the Chair of the Council, then such absence is considered an excused absence. If the Chair or Council staff receives no prior notice, then the minutes shall note that the absence is unexcused. Regular attendance at Urban Forest Council meetings is critical to the Council's ongoing success. If a Council Member misses more than three (3) meetings of the full Council or three (3) committee meetings per calendar year, whether those absences are excused or unexcused, then upon a vote of the Council, the Council Chair may ask the appointing authority to remove the member and appoint a replacement member.

Section 6: Absence from the State

Any member of the Council who plans to be absent from the State of California for an extended period shall notify the Chair of the Council.

Article IV - Officers

Section 1: Officers

The officers of the Council are a Chair and Vice-Chair. The Chair and Vice-Chair shall serve at the pleasure of the Council.

Section 2: Term of Office

The term of each office shall be one year.

Section 3: Nomination and Election of Officers

A. Elections for officers shall be conducted at the meeting of the Council in April of each year. At the Council meeting held in March of each year, any Council member interested in running for office shall state publicly his or her interest and willingness to run for a specific office. Such Council members, and any other Council members nominated at the March meeting, shall be candidates for office.

B. If the office of the Chair is vacated before the expiration of a term, the Vice-Chair shall serve as Chair until the next regular meeting. The Council shall conduct an election for Chair at the next regular meeting to fill the vacancy. If the Vice-Chair is elected as Chair, there shall be an election for a new Vice-Chair at that meeting. If the office of Vice-Chair is vacated before the expiration of a term, it shall remain vacant until the next regular meeting, at which time an election shall be held. Any Council members nominated at a meeting at which a special election is held shall be candidates for office.

Section 4: General Duties and Responsibilities of the Chair

The Chair shall preside at all meetings of the Council. The Chair, working with the Council staff, shall oversee the preparation and distribution of the agenda for all Council meetings. The Chair shall be accountable to the Council as a whole in setting policy and shall also perform such other duties as may be assigned by the Council. The Chair (and/or his/her designee) shall serve as the liaison to the media and the other departments, agencies and commissions of the City and County of San Francisco, as necessary.

Section 5: General Duties and Responsibilities of the Vice-Chair

The Vice-Chair shall perform the duties and responsibilities that may be delegated by the Chair. In the absence or disability of the Chair, the Vice-Chair shall perform the duties as described above, in Section 4 of this article.

Article V - Council Staff

Section 1: Council Coordinator

A coordinator from the Department of the Environment who is hired by the Director of the Department of the Environment shall staff the Council. The Coordinator shall attend all meetings of the Council. The Coordinator's responsibilities shall include, but not be limited to, the following:

(1) Fundraising;
(2) Developing and drafting guidelines for adoption;
(3) Preparing staff and annual reports;
(4) Coordinating with other agencies; and
(5) Compiling information from local governmental agencies to track their budgets, and to develop an annual city-wide tree management budget for reporting purposes (San Francisco Environment Code Chapter 12 Sec. 1208(a)).

Section 2: Council Secretary

The staff of the Department of the Environment shall include a Council Secretary, who is assigned by the Director of the Department of the Environment. The Council Secretary shall attend all meetings of the Council. Under the supervision of the Chair, the Council Secretary is responsible for the proper recording and distribution of all Council actions, correspondence, and agendas, and ensuring that the Council meetings are properly publicly noticed and held at locations which are accessible to persons with disabilities.

Section 3: Legal Advisor

The City Attorney, or his or her designee, shall be the legal advisor to the Council. If the City Attorney determines in writing that he or she cannot, consistent with the Rules of Professional Conduct, provide advice sought by the Council, the City Attorney may recommend that the Council retain outside counsel.

Article VI - Meetings

Section 1: Quorum

At all meetings of the Council, the presence of a majority of membership shall constitute a quorum. The affirmative vote of a majority of the members shall be required for the approval of any matter. Therefore, based on the original membership of fifteen, eight members constitute a quorum. Likewise, eight affirmative votes are required for the approval of any matter.

Section 2: Public Participation

The Council shall hold meetings open to the public and encourage the participation of interested persons. Each person wishing to speak on an item before the Council shall be permitted to be heard.

The total time for public comments may be limited by the Chair in a manner consistent with the San Francisco Sunshine Ordinance. Each agenda for meetings shall provide an opportunity for members of the public to directly address the Council on items of interest to the public that are within the Council's jurisdiction. The Public Comment opportunity shall appear on the agenda after "New Business"; except that, at the Chair's discretion, the Public Comment can be heard earlier in the agenda.

Section 3: Meeting Minutes

Minutes shall be taken at every regular and special Council meeting and shall be approved by the majority vote of the Council.

Section 4: Records Retention

The Council shall utilize the Department of Environment's record retention and destruction policy.

Section 5: Meetings

Meetings shall be held bi-monthly on the second Friday of January, March, May, July, September and November at 10:00 a.m., and bi-monthly on the second Wednesday of February, April, June, August, October, and December at 5:30 p.m. beginning in December of 2003. In the case of a City-recognized holiday, the meeting shall be held on the following Monday of that month. Meetings shall be held at City Hall, Room 400 in the City and County of San Francisco. This information shall be posted on the Department of Environment's website.

Section 6: Notice of Meetings

Notices and agendas of all regular and special Council and committee meetings shall be posted at the San Francisco Main Library and mailed to each Council member and any person who files a written request for such notice with the Council. Notice of regular meetings shall be posted at least 72 hours before the meeting. Notice of special meetings shall be posted at least 24 hours before the meeting. In the case of a special meeting held at a location other than the regular Council meeting place, 15 days notice shall be provided.

Section 7: Closed Sessions

The Council is authorized to hold closed (non-public) sessions at regular and special meetings as provided by law.

Section 8: Special Meetings

The Chair of the Council may call special meetings to address specific matters. Such special meetings shall be properly noticed in accordance with applicable laws and ordinances.

Article VII - Voting

Section 1: Voting and Abstention

Each member present at a Council or committee meeting shall vote "yes" or "no" when a question is put, unless excused from voting by a motion adopted by a majority of the members present, or unless the member has a conflict of interest which legally precludes participation in the vote. Whether a Council member has a conflict of interest, which precludes participation in a vote, is determined on a case-by-case basis and, to the extent possible, in consultation with a legal advisor from the City Attorney's office.

Article VIII - Committees

Section 1: Membership of Committees

The Council and/or the Chair, at his or her discretion, may establish committees to perform tasks or functions as necessary. The Chair will appoint committee members and committee chairpersons for a specified period of time.

Section 2: Committee Meetings

Committees shall comply with all applicable laws in publishing notices, agendas, and minutes and carrying out its operations and functions.

Section 3: Committee Quorum

A majority of the members of a committee shall constitute a quorum.

Section 4: Standing Committees

The Council shall have two standing committees: (1) Planning and Policy; and (2) Funding. Each committee shall have five members. The Planning and Policy Committee shall meet on the third Thursday of each month from 4 pm to 5:30 pm, except in the case of a City-recognized holiday, when the meeting shall be held on the following Wednesday of that month, in the Department of the Environment's ground floor conference room located at 11 Grove Street in San Francisco. The Funding Committee shall meet bi-monthly on the Fourth Tuesday of January, March, May, July, September and November at 12 pm, except in the case of a City-recognized holiday, when the meeting shall be held on the following Tuesday in the Department of the Environment's ground floor conference room located at 11 Grove Street in San Francisco. This information shall be posted on SF Environment's website.

Section 5: The Planning and Policy Committee

The Planning and Policy Committee shall make recommendations to the Council on project plans for major publicly sponsored developments and civic improvements and changes of the public right of way as they impact trees. The Committee shall examine and make policy

recommendations to the Council regarding other urban forest and tree issues. It will make recommendations to the Council regarding facilitating an assessment (inventory) of the current condition of the Urban Forest, and navigating and overseeing the development of a comprehensive Urban Forest Plan for the City and County of San Francisco. Moreover, the Planning and Policy Committee will outline and draft an overall plan for the health and well being of San Francisco's urban forest within one year of the committee's creation, for approval and adoption by the full Council. The Planning and Policy Committee will review the Urban Forest Plan on an annual basis thereafter and will make recommendations for any changes to the full Council for adoption.

Section 6: The Funding Committee

The Funding Committee shall make recommendations to the Council on funding opportunities and staffing needs, on opportunities for urban forest programs and on securing and encouraging commitment of adequate resources for tree programs. The committee will also review urban forest program budget priorities and make recommendations about urban forest funding requirements to the full Council; investigate and pursue funding options for various urban forest activities; and determine whether there are opportunities to improve efficiency and eliminate possible redundancies among managing agencies through citywide coordination of tree operations. Moreover, the Funding Committee will develop a citywide budget for the health and well being of San Francisco's Urban Forest within six months of the committee's creation, for approval and adoption by the Full Council. The Funding Committee will review the Urban Forest Budget on an annual basis thereafter, and will make recommendations for any changes to the full Council for adoption.

Article IX - Parliamentary Procedures

At the discretion of the Chair of the Council or the committee Chair, and except where the Charter or other rules provide to the contrary, meetings shall be governed by Robert's Rules of Order.

Article X - Codes of Ethics

In accepting the Oath of Office, Council members shall maintain the highest standards of professional and personal conduct. They shall support the mission, goals and objectives of the San Francisco Urban Forest Council; instill in the public a sense of confidence about the Councils' conduct and intentions; uphold all laws and regulations; refrain from using their official positions to secure special advantage or benefit for themselves or others.

In order to set the highest standards of conduct, and in order to assure public confidence in the Council's operations, the Urban Forest Council commits itself to:

* Encouraging and promoting integrity in government by education and example;

* Being accountable for its rules of procedure and decisions, and promoting accountability of all members of the Council and Department staff;

* Treating all Department staff, members of the public, and colleagues with courtesy, respect, objectivity, and fairness;

* Conducting all Council business in a timely manner and in public meetings, with full disclosure of policies, procedures, and decision-making processes, except for those matters authorized under the Brown Act and the San Francisco Sunshine Ordinance to be considered in closed session; and

* Reviewing its actions, recommendations, and procedures periodically to determine whether the Council has adhered to its Code of Ethics and mission in all respects.

Article XI - Amendment of Bylaws

These bylaws shall be reviewed as necessary and may be amended at any meeting of the Council by a majority vote of the Council, provided such proposed amendments are circulated in writing to all Council members and noticed to the public at least ten (10) days prior to such meeting.

SF *Environment*
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GAVIN NEWSOM
Mayor

JARED BLUMENFELD
Director

NOTICE OF PROPOSED AMENDMENT TO THE BYLAWS OF

THE SAN FRANCISCO URBAN FOREST COUNCIL

TO BE ACTED UPON AT THE SPECIAL MEETING OF JULY 22, 2005.

This notice is issued pursuant to Article XI – Amendment of Bylaws of the Bylaws of the San Francisco Urban Forest Council requiring circulation of proposed amendments in writing to all Council Members and noticed to the public at least ten (10) days prior to such meeting.

The following provision in Article VI – Meetings, Section 5 Meetings of the Bylaws is proposed for amendment as follows:

~~Meetings shall be held bi-monthly on the second Friday of January, March, May, July, September and November at 10:00 a.m., and bi-monthly on the second Wednesday of February, April, June, August, October, and December at 5:30 p.m. beginning in December of 2003. In the case of a City-recognized holiday, the meeting shall be held on the following Monday of that month. Meetings shall be held at City Hall, Room 400 in the City and County of San Francisco.~~ This information shall be posted on the Department of Environment's website.

The following five schedule Options will be considered at the July 22, 2005 meeting.

OPTION 1:

Article VI – Meetings

Section 5: Meetings

Meetings shall be held monthly on the second Friday of January, March, May, July, September and December at 10:00 a.m. at City Hall, Room 400 and on the 4th Tuesday in February, April, June and October at 5:30 p.m. at City Hall, Room 416 beginning in August 2005. No regular meetings will be scheduled for August and November. This information shall be posted on the Department of Environment's website.

OR OPTION 2:

Meetings shall be held monthly on the second Friday January through July and September, October and December at 10:00 a.m. at City Hall, Room 400 beginning in August 2005. No regular meetings will be scheduled for August and November. This information shall be posted on the Department of Environment's website.

11 Grove Street, San Francisco, California 94102
www.sfenvironment.com
Telephone (415) 355-3709 Fax 554-6393 E-mail: SFUrbanForestCouncil@sfgov.org

OR OPTION 3:

Meetings shall be held on the second Friday of January, March, May, July, September, and December at 10:00 a.m. at City Hall, Room 400 beginning in August 2005. This information shall be posted on the Department of Environment's website.

OR OPTION 4:

Meetings shall be held on the second Friday of February, June, and December at 10:00 a.m. at City Hall, Room 400 and the fourth Tuesday of April, August, and October at 5:30 p.m. at City Hall, Room 416. This information shall be posted on the Department of Environment's website.

OR OPTION 5:

Meetings shall be held on the second Tuesday of February, April, June, August, and October at 5:30 p.m. at City Hall, Room 416. This information shall be posted on the Department of Environment's website.

This is to certify that the above notice was issued on Thursday, July 7, 2005.

Monica Fish

Monica Fish, Commission Secretary

11 Grove Street, San Francisco, California 94102
www.sfenvironment.com
Telephone (415) 355-3709 Fax 554-6393 E-mail: SFUrbanForestCouncil@sfgov.org

[Amendment of Urban Forest Council Bylaws.]

Resolution amending the Council's Bylaws to change the Council's regular meeting schedule.

WHEREAS, The Council wishes to revise its Bylaws to change the Council's regular meeting schedule; now, therefore, be it

RESOLVED, the Bylaws are amended to read as follows:

Article VI – Meetings

SECTION 5: MEETINGS

Regular meetings shall be held *(Option 1, 2, 3, 4 or 5 to be entered)*

This information shall be posted on the Department of the Environment's website.

I hereby certify that this Resolution _____ at the Urban Forest Council's Special Meeting on July 22, 2005.

Monica Fish, Council Secretary

VOTE:

Ayes: Members

Noes: Members

Absent: Members

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GAVIN NEWSOM
Mayor

JARED BLUMENFELD
Director

MEETING DATE: July 22, 2005 **ITEM NO. 6**

URBAN FOREST COUNCIL

AGENDA PACKET CONTENTS LIST*

- ☒ Plant SF Flyer
- ☒ Sidewalk Pocket Park Garden Presentation
- ☐
- ☐
- ☐
- ☐
- ☐
- ☐
- ☐
- ☐
- ☐
- ☐
- ☐
- ☐

***This list reflects the explanatory documents provided.**

11 Grove Street, San Francisco, California 94102
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Telephone (415) 355-3709 Fax 554-6393 E-mail:

plantSF

337 Shotwell Street
San Francisco, CA
94110 - USA

tel: 415 431 2777
info@plantSF.org

www.plantSF.org

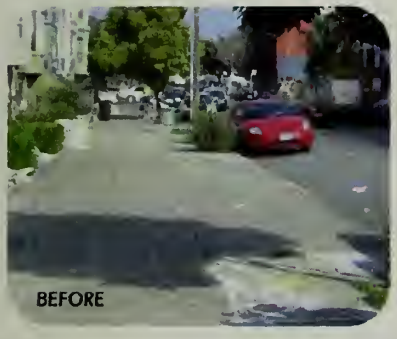


Permeable Landscape As Neighborhood Treasure

SEE THE "How-To" SECTION ON OUR WEBSITE!

*Plant*SF is a Park Partner of*
SAN FRANCISCO PARKS TRUST

DONATE AT plantSF.org







Shotwell Street Greenway

Permeable Landscape Installation - Shotwell (17-18th Streets)

Located in the Mission District, this model sidewalk garden is an example of Green Sewers. Rain water is now permitted to permeate the exposed soil and nourish drought-tolerant plants. If implemented throughout the city, this method can result in a significant reduction on the currently overloaded sewer system; reduce Combined Sewer Overflow discharges of untreated sewage into the bay and ocean; and provide tremendous above-ground beautification. No irrigation is provided nor required.

The Shotwell Greenway is a joint project of the Shotwell Street Neighborhood Association; the Mayor's Office of Neighborhood Services; SFDPW; SFPUC; Shift Design Studio and Plant*SF.















Sidewalk Pocket Park Garden Presentation - Urban Forest Council, July 22, 2005

By Jocelyn Cohen, 132 Winfield Street, San Francisco, CA 94110 • 415-285-2342 • jocelyn @jocelync.com

Highlights & Goals for the Sidewalk Pocket Park Garden Movement

Webs-tree Dictionary Definition

Sidewalk Pocket Park Garden (SPPG) n. A small garden, within a sidewalk cutout, like a pocket, along residential and commercial streets. Large trees overhead complemented by smaller shrubs and ground covers beneath bestow a park like impression. The garden width allows for pedestrians and meets the American Disability Act standards, whereas the length is determined by creativity and imagination.

Sidewalk Pocket Park Gardens transform the notion of a single tree planting in a cut out square of cement into enhanced mini gardens on our streets. As an urban redevelopment standard, they enhance the quality of life, air and natural areas in the city, producing long-term beneficial effects both for the urban forest and for people and communities.

Sidewalk Pocket Park Gardens use the garden as the metaphor for street tree planting and design. The beautiful landscape settings highlight the unique presence, place and role trees hold on earth giving more adequate space for large, mature trees.

The concept challenges the singletree paradigm that relies on often, outmoded legacies and evolved usages of zoning regulations for utilitarian purposes on streets and right-of-ways.

Five-Year Plan

3 Months

• Plant the seed to the Urban Forest Council and ask each member to reflect on my presentation and how this concept helps solve some of the problems confronting our urban forest, and addresses beautifying San Francisco. Generate interest, dialogue and enthusiasm amongst Council members.
• Introduce concept publicly (articles, presentations etc.) for Sidewalk Pocket Park Gardens (SPPG).
• Meet with City supervisors, community leaders, key individuals and foundations to gain support and financial backing for SPPG proposal.
• Network
• Gain support and interest
• Address new concerns and obstacles
• Begin establishing key players

One Year

• Designate 30 - 40 initial prime locations for SPPG on San Francisco map
• Specification including budget, project reporting and implementation
• Involve communities/individuals directly affected with each SPPG creation
• Secure funding for 10 SPPG prototypes
• Site analysis of each proposed SPPG, base map of site conditions, inventory of existing plants and trees.

• Select 10 locations with commitment from property owners and/or appropriate city agencies that want to be involved.

• Diverse models: each of the initial 10 designs addresses different environmental or cultural aspects of the site and people involved. Examples for SPPG may include California native, very windy, Japanese aesthetic, a bulb out in a commercial district, brightly Latin.

• Modify sites and install 10 Sidewalk Pocket Park Garden models

• Maintenance plan w/ options

• Existing mature trees and newly planted ones are beautifully cared for and pruned demonstrating aesthetic pruning techniques. Trees are healthier and more successful because of improved site conditions.

• Concepts for selective aesthetic pruning are integrated into street pruning practices as part of City policy.

Two - Four Year - Detailed Flowchart Available

Five Years

• Model established

• Instigating Sidewalk Pocket Park Gardens results in a paradigm shift as to how trees are planted and cared for in our urban forest

• Sidewalk Pocket Park Gardens quietly revolutionize San Francisco streets with these sidewalk garden corridors.

• People take new pride in their street trees and the trees have healthier environments in which to grow.

• The initial concept remains on track with appropriate changes and modifications that further support and enhance the vision.

Jocelyn Cohen - Experience & Skills

Arboriculture: Certified Arborist. Extensive experience with land restoration, tree care, aesthetic pruning, organic gardening and soil rebuilding

Leadership: Provide and implement vision for projects, lead brainstorming & design meetings; present creative solutions; coordinate & collaborate with team leaders; manage large and small teams and projects

Writing & Project Management: Skilled at organizing projects and people; writing project specifications, grants and design briefs; ability to articulate organization goals and visions; experience working with diverse people and projects

Community Service & Communication: Outdoor person, active in environmental concerns including protection and expansion of San Francisco's urban forest

Landscape Design: Background in landscape and garden design, art, graphic design and photography

EDUCATION & CREDENTIALS

2004 toPresent: Apprenticeship with Dennis Makishima, renowned aesthetic pruner and teacher. Hands on training, bi-weekly all day sessions

2004: Certified Arborist, # WE-7063A, International Society of Arboriculture
2003 - 2004: UC Berkeley Extension, **Garden Design Certificate**
2001 - 2005 Merritt College, **Horticulture,** emphasis in arboriculture, Certificate pending
2003: Merritt College, **Aesthetic Pruning Series**
1989 - 1992: Academy of Art College, San Francisco, CA, **Master of Fine Arts**
Previous:California Institute of the Arts, Valencia, CA, **Bachelor of Fine Arts, Painting**

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GAVIN NEWSOM
Mayor

JARED BLUMENFELD
Director

MEETING DATE: July 22, 2005 **ITEM NO. 7**

URBAN FOREST COUNCIL

AGENDA PACKET CONTENTS LIST*

☒ Creative Enforcement Strategies for Municipal Tree Ordinances Presentation

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***This list reflects the explanatory documents provided.**

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www.sfenvironment.com
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CREATIVE ENFORCEMENT STRATEGIES for MUNICIPAL TREE ORDINANCES

An Urban Forest Council Workshop Presentation~ July 22, 2005



Department of the Environment
City and County of San Francisco, CA, USA

Presented by: *Dave Dockter-- ASCA, ISA, CUFC, APA*
City of Palo Alto Planning Department, California

This paper is presented by:

Dave Dockter, Landscape Specialist, ASCA, ISA, APA

On behalf of: Frank, Benest, City Manager, City of Palo Alto

--Creative Enforcement Strategies for Municipal Tree Ordinances--

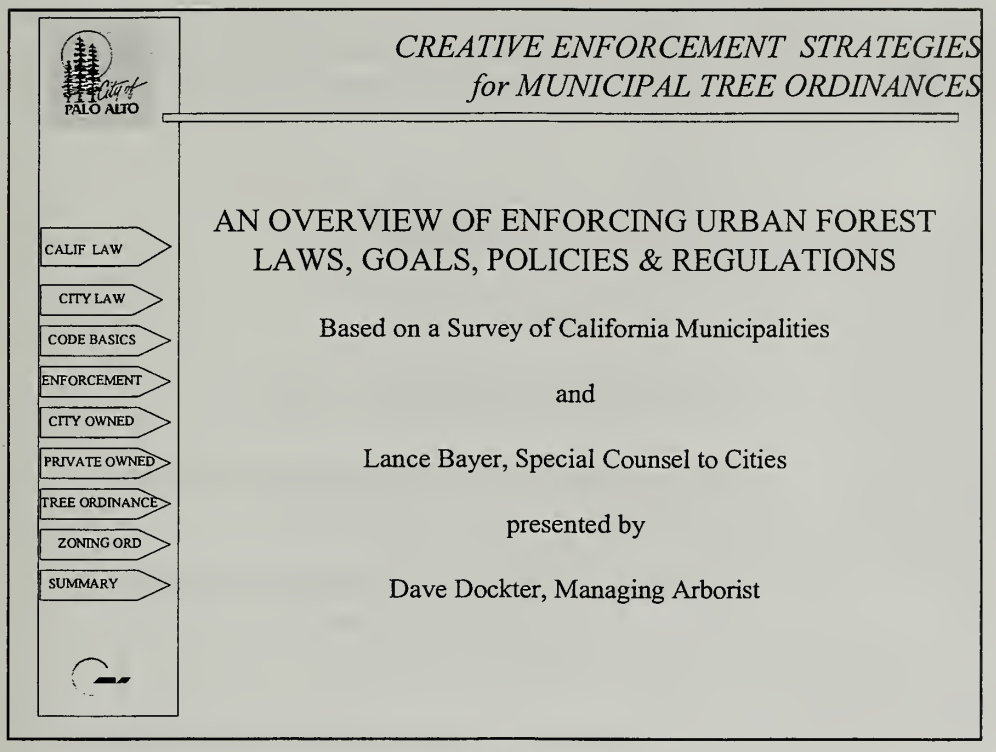
Synopsis

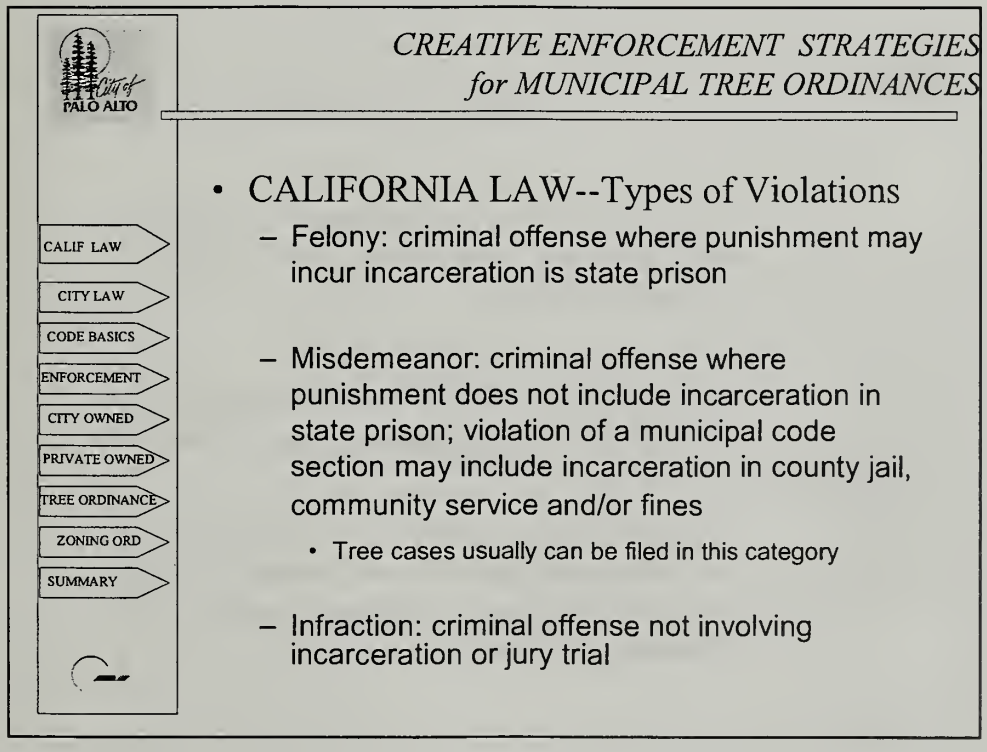
Gain an understanding of the latest methods and techniques being used by local jurisdictions to create and implement effective enforcement programs and philosophy.

Because this is not a perfect world it is necessary to enact regulations to protect community values and resources as reflected in a municipal code. Even though a city ordinance may be lacking in coverage or enforcement ability, there still may be creative ways to trigger and enforce other existing regulations within the municipal code to enable compliance or improvement. This session will suggest code amendments to strengthen ordinances and ways to make enforcement easier to implement.

Learn how to use other sections of the municipal code to leverage your enforcement and more clearly define how protection of trees should work. Learn how public and staff can still address tree and landscape issues on commercial property when not covered by the standard tree ordinance. A variety of ways to preclude the intentional or inadvertent damage, removal, or vandalism of trees and examples of imposing remedies and penalties will be discussed. Attending this session is important if you are a planning or parks commissioner, community forester, consulting arborist, city planner, community resident, attorney, public official or are interested in trees, people and the law.

This talk is relevant to elected and designated officials, community associations, architects, engineers, residents, practicing arborists, directors, city staff and planners who wish to achieve compliance and orderly protection of community values and natural and planted biological resources important to health and well-being. This presentation has been popular and well-received at several American Urban Forest and ISA Conference venues in Montreal, Canada, USA and Australia.


CREATIVE ENFORCEMENT STRATEGIES
for MUNICIPAL TREE ORDINANCES
PALO ALTO
CALIF LAW
CITY LAW
CODE BASICS
ENFORCEMENT
CITY OWNED
PRIVATE OWNED
TREE ORDINANCE
ZONING ORD
SUMMARY
AN OVERVIEW OF ENFORCING URBAN FOREST LAWS, GOALS, POLICIES & REGULATIONS
Based on a Survey of California Municipalities
and
Lance Bayer, Special Counsel to Cities
presented by
Dave Dockter, Managing Arborist


CREATIVE ENFORCEMENT STRATEGIES
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PALO ALTO
CALIF LAW
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TREE ORDINANCE
ZONING ORD
SUMMARY
• CALIFORNIA LAW--Types of Violations
– Felony: criminal offense where punishment may incur incarceration is state prison
– Misdemeanor: criminal offense where punishment does not include incarceration in state prison; violation of a municipal code section may include incarceration in county jail, community service and/or fines
• Tree cases usually can be filed in this category
– Infraction: criminal offense not involving incarceration or jury trial

CREATIVE ENFORCEMENT STRATEGIES
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CALIF LAW
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ZONING ORD
SUMMARY

- Criminal Justice--purpose:
- To punish (retribution, revenge)
- To rehabilitate (change behavior)
- Specific deterrence (protect the public by incarcerating the offender)
- General deterrence (to 'send the message' to the public)

CREATIVE ENFORCEMENT STRATEGIES
for MUNICIPAL TREE ORDINANCES

CALIF LAW
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TREE ORDINANCE
ZONING ORD
SUMMARY

- City Law:The State mandates and empowers each city adopt a set of rules and regulations to govern their city
 - General Law: a minimum set of standards as set forth by the general laws of the state
 - Charter Law: a specific set of laws and privileges adopted by and unique to a city agency. A Charter City has broader powers in municipal affairs

CREATIVE ENFORCEMENT STRATEGIES
for MUNICIPAL TREE ORDINANCES

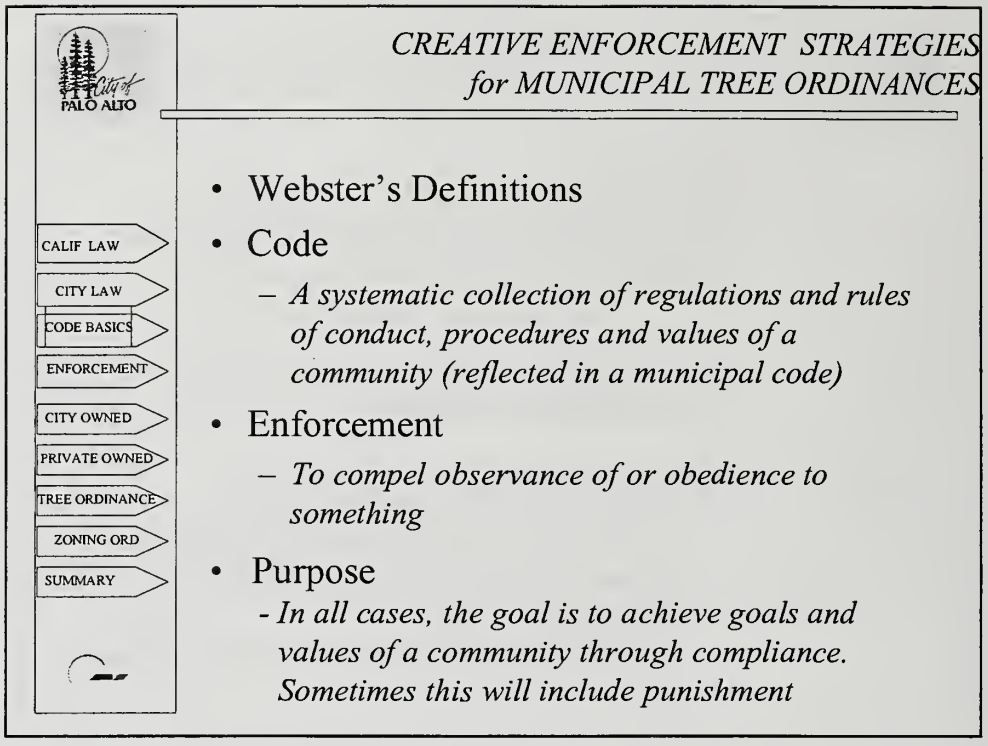
CALIF LAW
CITY LAW
CODE BASICS
ENFORCEMENT
CITY OWNED
PRIVATE OWNED
TREE ORDINANCE
ZONING ORD
SUMMARY

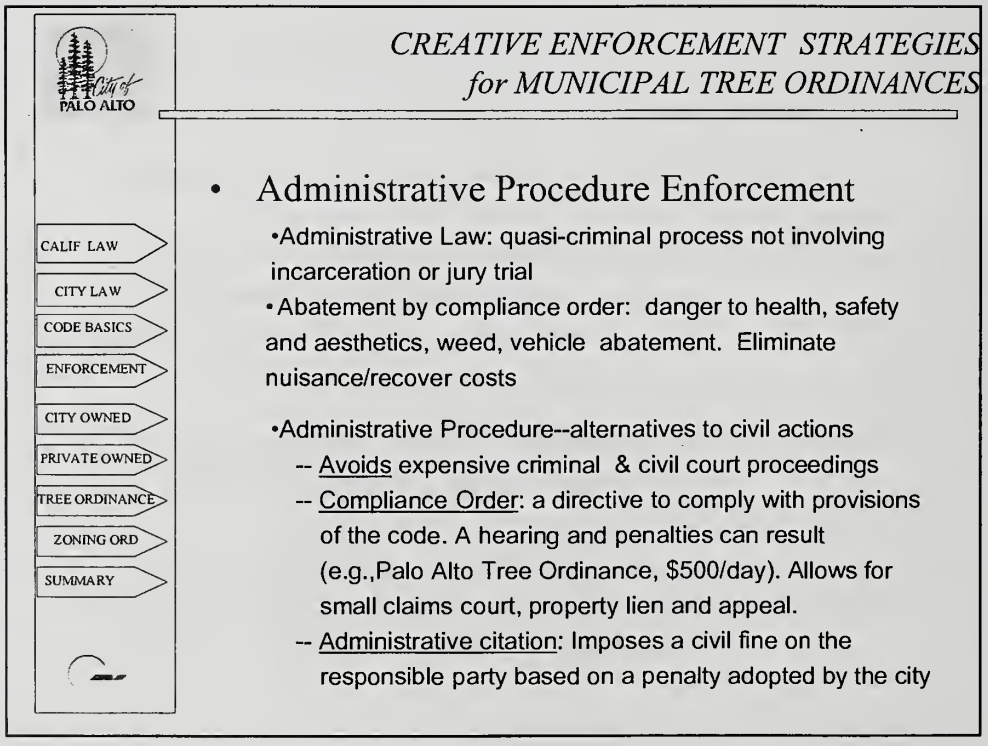
- Responsibility of Code Enforcement
 - State delegates the responsibility of enforcement to the City to protect public health and safety.
 - The civil justice system acts as a referee (a.k.a., Civil Complaint or Civil Action)
 - Steps for Criminal Prosecution
 - (1) Written complaint (attorney's office) (2) file in county court, clerk assigns court date, and (3) a warrant is issued, or
 - (1) Citation issued by investigator, and (2) court date is set

CREATIVE ENFORCEMENT STRATEGIES
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CALIF LAW
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SUMMARY

- Civil Responsibility for Code Enforcement
 - Civil law remedies- Includes lawsuits for money damages; some tree ordinances allow for collection of civil money damages to pay for damage to the tree canopy by removal of protected trees
 - -- Civil abatement ordinances allow cities to abate public nuisances using public funds (life/safety only)
 - -- Injunction: An order by a judge without a jury to do or refrain from doing a particular thing where monetary damages may not solve the problem


CREATIVE ENFORCEMENT STRATEGIES
for MUNICIPAL TREE ORDINANCES
PALO ALTO
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SUMMARY
• Webster's Definitions
• Code
– A systematic collection of regulations and rules of conduct, procedures and values of a community (reflected in a municipal code)
• Enforcement
– To compel observance of or obedience to something
• Purpose
- In all cases, the goal is to achieve goals and values of a community through compliance. Sometimes this will include punishment


CREATIVE ENFORCEMENT STRATEGIES
for MUNICIPAL TREE ORDINANCES
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PRIVATE OWNED
TREE ORDINANCE
ZONING ORD
SUMMARY
• Administrative Procedure Enforcement
•Administrative Law: quasi-criminal process not involving incarceration or jury trial
•Abatement by compliance order: danger to health, safety and aesthetics, weed, vehicle abatement. Eliminate nuisance/recover costs
•Administrative Procedure--alternatives to civil actions
-- Avoids expensive criminal & civil court proceedings
-- Compliance Order: a directive to comply with provisions of the code. A hearing and penalties can result (e.g.,Palo Alto Tree Ordinance, $500/day). Allows for small claims court, property lien and appeal.
-- Administrative citation: Imposes a civil fine on the responsible party based on a penalty adopted by the city

CALIF LAW
CITY LAW
CODE BASICS
ENFORCEMENT
CITY OWNED
PRIVATE OWNED
TREE ORDINANCE
ZONING ORD
SUMMARY

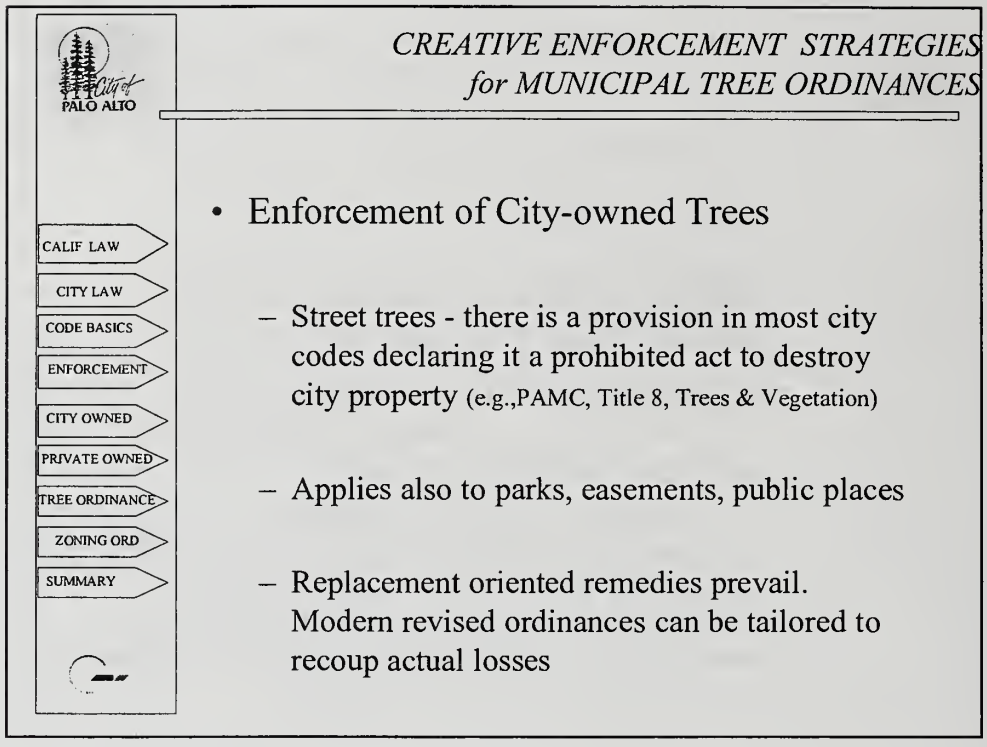
Establishing Your Tree-related Case

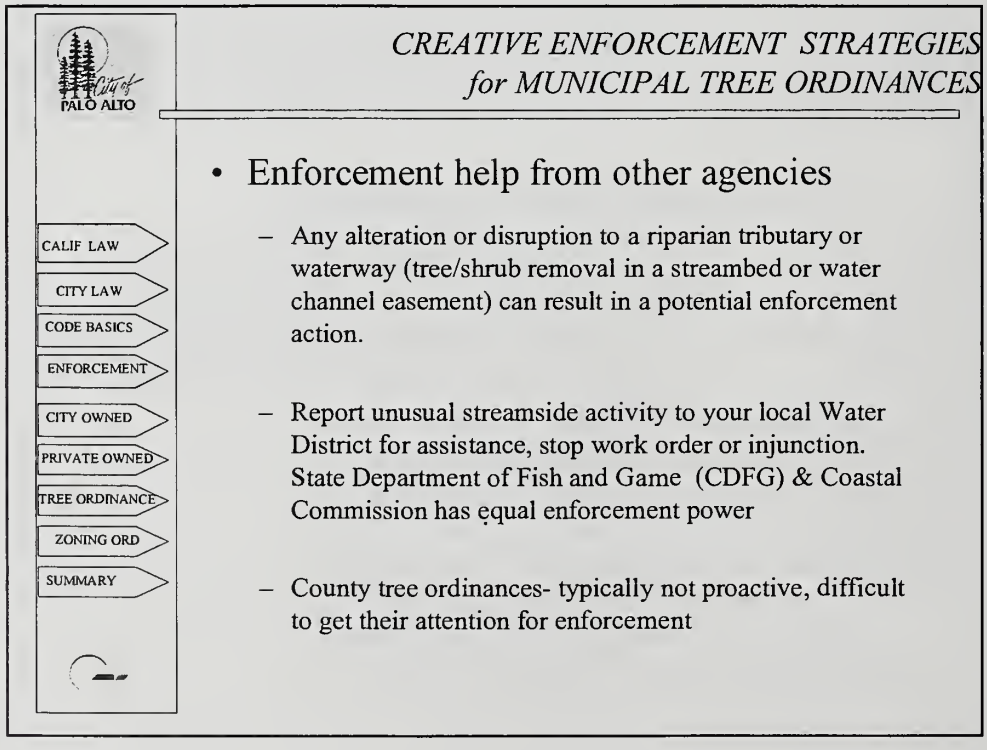
- Determine the violation- code section(s)
- Notice of violation-Party should be in receipt of written notice, code section cited, what response you expect and/or date response is expected
- Building permit violations- may use handwritten correction notices. Compliance-oriented (arborist action-soil corrections-tree repair-fencing, etc.)
- Tree ordinance violations- more serious. Thorough documentation needed (staff appraisal and other party appraisal comparison, etc.), photos, referral to attorney/code enforcement staff. Documenting your activity and the chain-of-events is of critical importance

CREATIVE ENFORCEMENT STRATEGIES
for MUNICIPAL TREE ORDINANCES

CALIF LAW
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SUMMARY

- Building Permit Enforcement
 - Information printed on an approved stamped set of plans issued for a building permit obligates the permit holder to build as approved, pursuant to penalty violation of the Uniform Building Code (UBC)
 - (e.g., PAMC 16.04.060)


City of PALO ALTO
CALIF LAW
CITY LAW
CODE BASICS
ENFORCEMENT
CITY OWNED
PRIVATE OWNED
TREE ORDINANCE
ZONING ORD
SUMMARY
CREATIVE ENFORCEMENT STRATEGIES
for MUNICIPAL TREE ORDINANCES
• Enforcement of City-owned Trees
– Street trees - there is a provision in most city codes declaring it a prohibited act to destroy city property (e.g.,PAMC, Title 8, Trees & Vegetation)
– Applies also to parks, easements, public places
– Replacement oriented remedies prevail. Modern revised ordinances can be tailored to recoup actual losses


City of PALO ALTO
CALIF LAW
CITY LAW
CODE BASICS
ENFORCEMENT
CITY OWNED
PRIVATE OWNED
TREE ORDINANCE
ZONING ORD
SUMMARY
CREATIVE ENFORCEMENT STRATEGIES
for MUNICIPAL TREE ORDINANCES
• Enforcement help from other agencies
– Any alteration or disruption to a riparian tributary or waterway (tree/shrub removal in a streambed or water channel easement) can result in a potential enforcement action.
– Report unusual streamside activity to your local Water District for assistance, stop work order or injunction. State Department of Fish and Game (CDFG) & Coastal Commission has equal enforcement power
– County tree ordinances- typically not proactive, difficult to get their attention for enforcement

CALIF LAW
CITY LAW
CODE BASICS
ENFORCEMENT
CITY OWNED
PRIVATE OWNED
TREE ORDINANCE
ZONING ORD
SUMMARY

Zoning Ordinance Enforcement

- The protection of trees on a development project can be required and subject to enforcement remedy action. Condition of a project approval can be (should be) based on:
 - *the implementation of all arborist recommendations, and*
 - *that the arborist report be printed on the plans for reference at the job site, the building permit file copy.*

CREATIVE ENFORCEMENT STRATEGIES for MUNICIPAL TREE ORDINANCES

CALIF LAW
CITY LAW
CODE BASICS
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CITY OWNED
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TREE ORDINANCE
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SUMMARY

Zoning Ordinance Enforcement-cont.

- For commercial properties, approved plans are a source long term condition monitoring and compliance
 - Alteration of an approved site plan is a compliance issue with the code (enforcement opportunity)
 - Violation of Zoning laws- (e.g., PAMC 18.01.080)
 - •Code enforcement staff can require corrective action (of the property owner) if the conditions are clear and current plans are available to verify the claim.
 - •Staff can issue the required list of corrections to bring the property up to compliance with the last known approval (site plan, etc.)
 - •Conditions monitoring does not have to be an attorney office function—this is good news.

CALIF LAW
CITY LAW
CODE BASICS
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CITY OWNED
PRIVATE OWNED
TREE ORDINANCE
ZONING ORD
SUMMARY

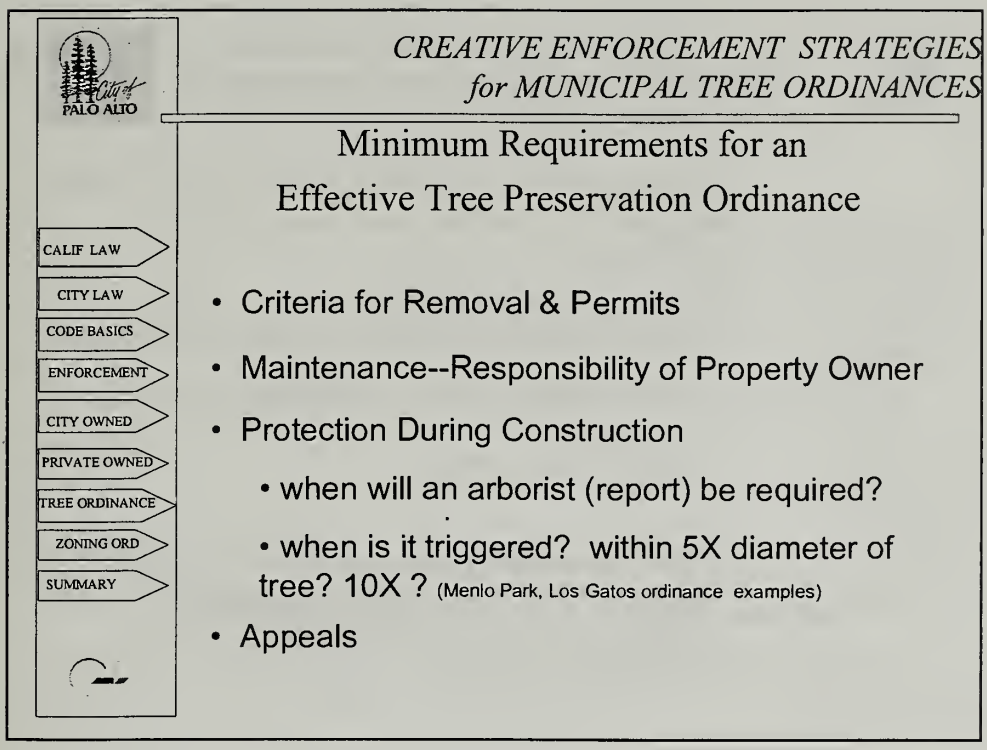
Zoning Ordinance Enforcement-cont.

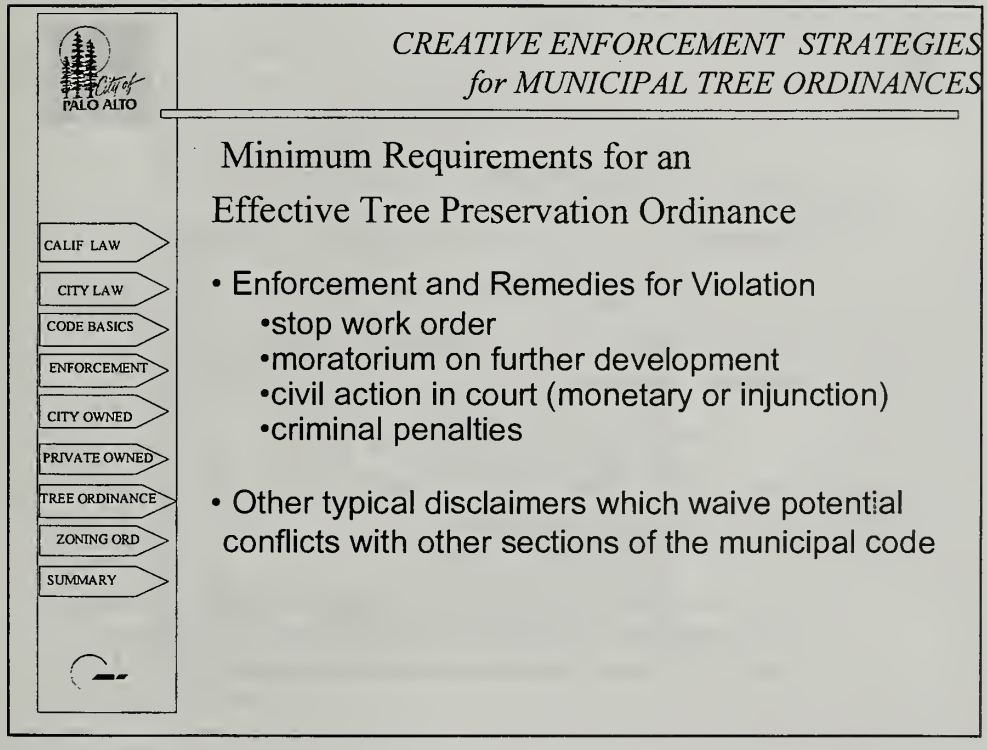
- Zoning Ordinance language can be adopted to allow basements only if it is not detrimental to a heritage tree or trees on the neighboring property
 - e.g., PAMC 18.12(0)(1)(e)
- Zoning ordinance language can be adopted to include, as findings for a variance if it is needed, to allow more room to protect a heritage tree (e.g., to allow a structure to be built in a setback area to provide more room for a significant heritage tree.)
 - e.g., PAMC 18.90.055(a)(2)

CALIF LAW
CITY LAW
CODE BASICS
ENFORCEMENT
CITY OWNED
PRIVATE OWNED
TREE ORDINANCE
ZONING ORD
SUMMARY

Minimum Requirements for an Effective Tree Preservation Ordinance

- Intent and Purpose
 - To stimulate voluntary compliance
- Definitions
 - heritage tree, major or excessive pruning, dripline vs.. TPZ, etc.
- Prohibited Acts
- Exceptions
 - Exclusion trees, depending on your region--orchard trees,pine bailey acacia, eucalypts, melaleuca, etc.?


CREATIVE ENFORCEMENT STRATEGIES
for MUNICIPAL TREE ORDINANCES
PALO ALTO
Minimum Requirements for an
Effective Tree Preservation Ordinance
CALIF LAW
CITY LAW
CODE BASICS
ENFORCEMENT
CITY OWNED
PRIVATE OWNED
TREE ORDINANCE
ZONING ORD
SUMMARY
• Criteria for Removal & Permits
• Maintenance--Responsibility of Property Owner
• Protection During Construction
• when will an arborist (report) be required?
• when is it triggered? within 5X diameter of tree? 10X ? (Menlo Park, Los Gatos ordinance examples)
• Appeals


CREATIVE ENFORCEMENT STRATEGIES
for MUNICIPAL TREE ORDINANCES
PALO ALTO
Minimum Requirements for an
Effective Tree Preservation Ordinance
CALIF LAW
CITY LAW
CODE BASICS
ENFORCEMENT
CITY OWNED
PRIVATE OWNED
TREE ORDINANCE
ZONING ORD
SUMMARY
• Enforcement and Remedies for Violation
•stop work order
•moratorium on further development
•civil action in court (monetary or injunction)
•criminal penalties
• Other typical disclaimers which waive potential conflicts with other sections of the municipal code

City of PALO ALTO

CALIF LAW
CITY LAW
CODE BASICS
ENFORCEMENT
CITY OWNED
PRIVATE OWNED
TREE ORDINANCE
ZONING ORD
SUMMARY

- The language in the tree ordinance will dictate your ability to protect and enforce the regulations
 - vague language leaves actions wide open for interpretation by the perpetrator, and is not defendable in courts
 - specific language for specific circumstances is better. Actions are clearly a violation or not. Current revisions are detailed to address current-day issues.

CREATIVE ENFORCEMENT STRATEGIES
for MUNICIPAL TREE ORDINANCES

City of PALO ALTO

CALIF LAW
CITY LAW
CODE BASICS
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CITY OWNED
PRIVATE OWNED
TREE ORDINANCE
ZONING ORD
SUMMARY

Administering a Tree Ordinance-Who?

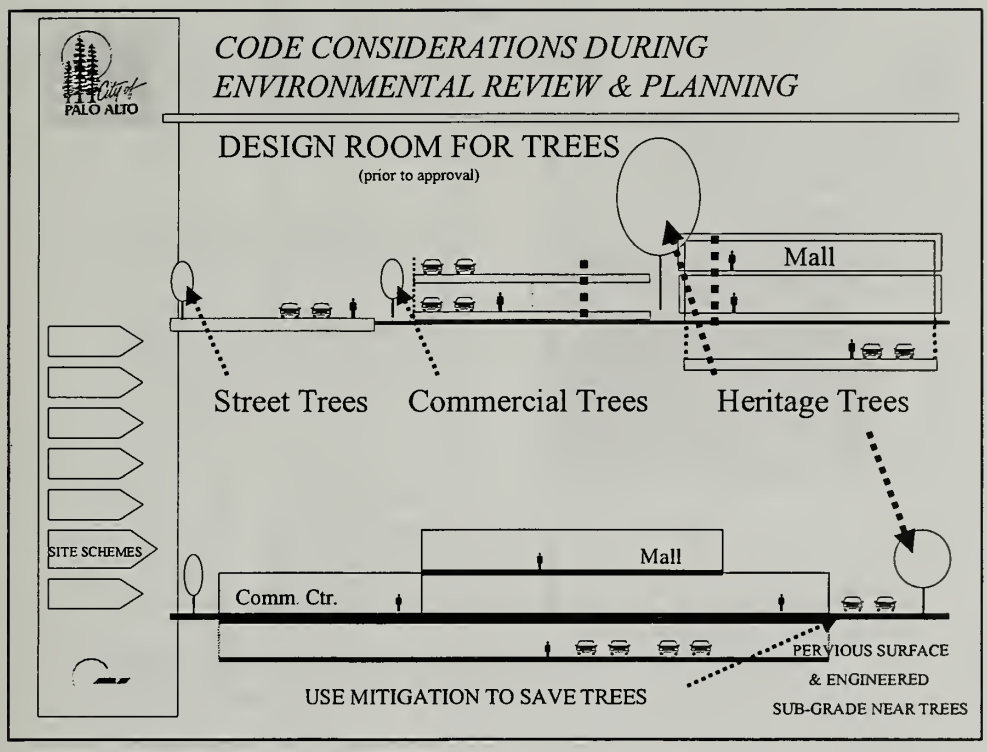
Which department administers the ordinance?

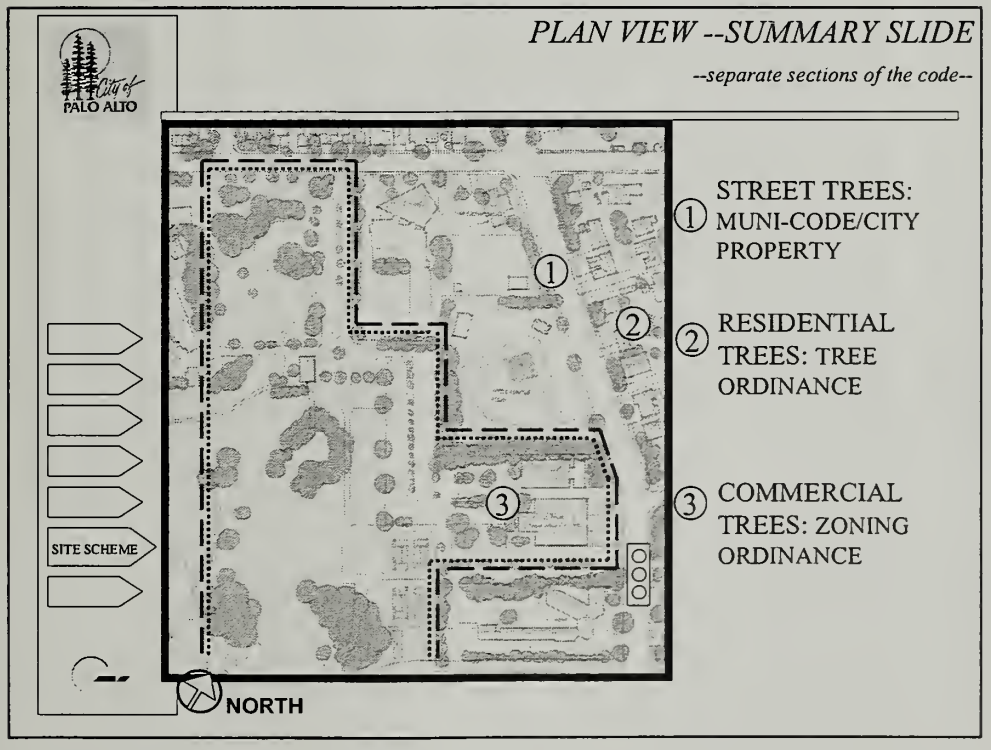
- Public Works, Planning, Parks ? Private or Public Lands?

The over-restrictive ordinance- Does staff lose the ability to enforce it?

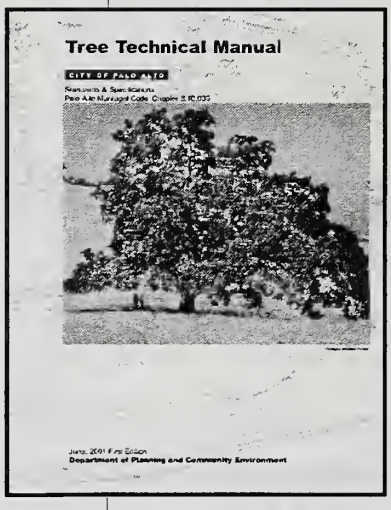
- All species over 12" , 18" ?
- Permit needed to trim the tree?
- Is there enough staff ?

The less-restrictive ordinance- More ability to enforce conditions with a smaller staff, but may result in more tree mortality, missed opportunity, complaints, etc.


City of PALO ALTO
CODE CONSIDERATIONS DURING
ENVIRONMENTAL REVIEW & PLANNING
DESIGN ROOM FOR TREES
(prior to approval)
Mall
Street Trees
Commercial Trees
Heritage Trees
SITE SCHEMES
Mall
Comm. Ctr.
PERVIOUS SURFACE
& ENGINEERED
SUB-GRADE NEAR TREES
USE MITIGATION TO SAVE TREES


City of PALO ALTO
PLAN VIEW --SUMMARY SLIDE
--separate sections of the code--
SITE SCHEME
1
2
3
STREET TREES:
MUNI-CODE/CITY
PROPERTY
RESIDENTIAL
TREES: TREE
ORDINANCE
COMMERCIAL
TREES: ZONING
ORDINANCE
NORTH

CREATIVE ENFORCEMENT STRATEGIES
for MUNICIPAL TREE ORDINANCES



Helping cities craft an effective tree ordinance the

Tree Technical Manual is now available for order from the City of Palo Alto

Checks of $15 payable to:
City of Palo Alto
Attn: Planning
250 Hamilton Avenue
Palo Alto, CA 94301

The Manual is also available free on line or can be ordered @ www.city.palo-alto.ca.us / featured sites / trees / contact us

Dave Dockter, APA

City of Palo Alto, 250 Hamilton Avenue, Palo Alto, CA 94301

Ph: (650) 617-3145 Fax (650) 329-2154, Dave.dockter@cityofpaloalto.org, http://www.city.palo-alto.ca.us/trees/

Biography of Dave Dockter

A member of key organizations, ASCA, ISA and the APA, Dave is employed as a Managing Arborist and Landscape Specialist for the City of Palo Alto with the Department of Planning and Community Environment. Dave brings to our profession a refreshing perspective from the American Planning Association, landscape architecture and legal tree ordinance preparation.

- His experience ranges from landscape and site-planning design; park and open space development, tree management, consulting in the private and corporate tree care industry to municipal, legal and insurance work. He is actively involved in environmental land use planning, development, scoping and entitlement review.
- Dave has been instrumental in crafting several municipal tree ordinances and is involved with creative enforcement remedies to effect tree ordinance compliance.
- He is active in tree care industry, research and organizations as a resource for focus groups, cable TV stations and local tours on the subjects of the Urban Forest, Tree Preservation During Construction, Structural Soil, Technical Manual and Palo Alto Architecture Week.
- Dave has shared his PowerPoint presentations to professional groups across the country, including contributions at workshops sponsored by the California Urban Forest Council (CUFC), University of California, the International Society of Arboriculture (ISA); the American Forests National Urban Forest Conferences in Canada, USA, Mexico and Australia. Live streaming video of his lectures at the PARC Forum are available for viewing at: http://www.parc.com/cms/get_article.php?id=318 or on the Multi-university Research website at: http://murl.microsoft.com/LectureDetails.asp?1097.
- _Dave is a member of the El Camino Real Design Workgroup and has authored the award winning *Tree Technical Manual* for the City of Palo Alto—available to at the end of his presentation.
- Speaker topics available for presentation: (1) "Effective Tips for Tree Preservation During Land Development" (2) "Amazing Trees of the Bay Area" (3) "Using Structural Soil—the California Experience" (4) "Creative Enforcement Strategies for Municipal Tree Ordinances" (5) "A New Environmental Tool—A Tree Technical Manual"

SF Environment
Our home. Our city. Our planet.

GAVIN NEWSOM
Mayor

JARED BLUMENFELD
Director

June 23, 2005

Frank Benest
City Manager
City of Palo Alto
250 Hamilton Avenue
Palo Alto, CA 94301

Dear Mr. Benest:

I am formally inviting David Dockter to give a presentation on enforcing tree related municipal codes to the Urban Forest Council in San Francisco on Friday July 22, 2005. The Urban Forest Council is a fifteen memb advisory body that develops policy, program and funding recommendations for urban forest management in t City and County of San Francisco.

Supervisor Chris Daly has introduced a Significant Tree Ordinance that would institute a permitting process f tree removal on private property based on size criteria and public nomination. The Urban Forest Council is i the process of refining these criteria and Mr. Dockter's experience and knowledge would be invaluable for ou discussion. I look forward to working with the City of Palo Alto.

Best regards,

Alexis Harte

Urban Forest Council Coordinator
Department of the Environment

cc: Steve Emslie, David Dockter

Department of the Environment, City and County of San Francisco
11 Grove Street, San Francisco, CA 94102
Telephone: (415) 355-3700 • Fax: (415) 554-6393
Email: environment@sfgov.org • www.sfenvironment.com

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GAVIN NEWSOM
Mayor

JARED BLUMENFELD
Director

MEETING DATE: July 22, 2005 **ITEM NO. 8**

URBAN FOREST COUNCIL

AGENDA PACKET CONTENTS LIST*

- ☒ Significant Tree Ord Briefing 06.05v2
- ☒ Proposed Significant Tree Ordinance: Public Works Code File 050689
- ☒ R-2005-1-UFC Resolution
- ☒ Memo: Urban Forest Ordinance Revisions Recommentsations
- ☒ Notes on Significant Tree Resolution
- ☐
- ☐
- ☐
- ☐
- ☐
- ☐
- ☐
- ☐
- ☐

***This list reflects the explanatory documents provided.**

11 Grove Street, San Francisco, California 94102
www.sfenvironment.com
Telephone (415) 355-3709 Fax 554-6393 E-mail:

UFC Briefing Sheet: Significant Tree Ordinance

Supervisor Chris Daly has introduced the Significant Tree Ordinance to amend the Public Works Code. This sheet will summarize key components of the ordinance. This ordinance is intended to require review by the City of any removal of trees over a certain size or with landmark characteristics on public or private property.

Hazard Tree amendment (Sections 802, 806, 809)
This amendment redefines nuisance trees as hazard trees. The word hazard is substituted for the word nuisance and the criteria remains consistent.

Tree Advisory Board amendment (Sections 802, 803)
This would authorize the Urban Forestry Council to assume the powers and duties of the Tree Advisory Board since the Board no longer exists.

Significant Trees (Section 810a)
Trees on public and private property would be designated as significant if they meet one of the following criteria

- A diameter at breast height (DBH) greater than 12 inches
- A height greater than 20 feet
- A canopy greater than 15 feet

Before a significant tree can be removed, a permit from the Department of Public Works is required. In accordance with DPW's tree permitting practices, staff would be responsible for inspecting the tree and notifying the public by posting a notice and date of removal on the tree and the corners of the street. If people file written objections, the Director of DPW would hold a public hearing. In the event that a significant tree is hazardous, DPW would direct property owners to remove it.

Landmark Trees (Section 810)
There is no description of how the public or property owners may nominate Landmark Trees. Landmark tree criteria include age, size, shape, species, location, historical association, visual quality or other contribution to the City's character. The Urban Forest Council would develop criteria and hold a public meeting, and the Director of Public Works would adopt the criteria. The Board of Supervisors will approve nominations and removals of Landmark Trees. If a property owner wants to remove a healthy landmark tree, he or she must apply for a public hearing and approval from the Board of Supervisors. This process is not necessary when a landmark tree is hazardous.

Penalties and Fines (Section 811)
The first violation of the ordinance would result in a $200 fine and each additional violation within a year is $400. A violation determined to be a misdemeanor would result in a maximum fine of $1000 and/or a maximum sentence of six months in the County Jail. In addition, the Director of DPW may require any person who violates the ordinance to pay the tree's replacement value or diminishment of the tree's value based on Council of Tree and Landscape Appraiser guidelines.

FILE NO. ORDINANCE NO.

[Public Works Code - significant trees, landmark trees, and penalties for violations.]

Ordinance amending the Public Works Code by amending Sections 802, 804, 807, and 808 and adding Section 810A to address removal, maintenance, and nomination of significant trees as defined herein; amending Sections 802, 806, and 809 to redefine nuisance trees as hazard trees; amending Sections 802 and 803 authorizing the Urban Forestry Council to succeed to the powers and duties of the Tree Advisory Board; amending Section 810 to allow the City to landmark any tree within its territorial limits and under City jurisdiction; and amending Section 811 to create civil penalties and fines and to modify provisions on administrative penalties.

Note: Additions are *single-underline italics Times New Roman*; deletions are ~~*strikethrough italics Times New Roman*~~. Board amendment additions are double underlined. Board amendment deletions are ~~strikethrough normal~~.

Be it ordained by the People of the City and County of San Francisco:

Section 1. The San Francisco Public Works Code is hereby amended by amending Sections 802, 803, 804, 806, 807, 808, 809, 810, and 811, to read as follows:

SEC. 802. DEFINITIONS.

Unless the context specifically indicates otherwise,

(a) "Administrative cost" shall mean 20 percent of the Department's actual replacement cost, or a minimum of $100, whichever is greater.

(b) "City" shall mean the City and County of San Francisco.

(c) "Community Boards" of San Francisco shall mean the neighborhood mediation/dispute settlement service established under the auspices of The Community Board Program, Inc.

Community
Development
Department

County Administration Building
651 Pine Street
4th Floor, North Wing
Martinez, California 94553-0095

Phone: (925) 335-1230

Contra
Costa
County

Dennis M. Barry, AICP
Community Development Director

April 15, 2005

Robert Haley
Recycling Program Manager
City & Co. of San Francisco Solid Waste Management Program
11 Grove Street
San Francisco, CA 94102

Dear Mr. Haley,

In accordance with State AB 939 Disposal Reporting System requirements, pursuant to CCR Title 14, Division 7, Chapter 9, Article 9.0, this is a report of refuse disposed by jurisdictions in your County at Contra Costa County facilities during the Fourth Quarter (October-December) of

This report summarizes the amount of solid waste disposed of in Contra Costa County facilites, and includes material landfilled, transformed, used as alternative daily cover (ADC), and exported to or imported from other states.

If you have any questions regarding this data, please contact me at (925) 335-1230 or send me an e-mail to kono@cd.co.contra-costa.ca.us.

Sincerely,

Kae Ono
Solid Waste Programs

cc: CIWMB

(d) "Department" shall mean the Department of Public Works of the City and County of San Francisco.

(e) "Director" shall mean the Director of the Department of Public Works or the Director's designee.

(f) "Ex officio" shall mean a current employee of any City department, or California or federal agency whose appointment to the Tree Board has been approved by the Director.

(g) "Injure" or "injury" shall mean any act which harms or damages a tree, including but not limited to impact, cutting, carving, *painting,* transplanting, or knocking over, and includes but is not limited to the following: injurious attachment of any rope, wire, nail, advertising poster, or other contrivance to any street tree as set forth in Sections 675 and 675.1 of the Municipal Police Code; intentionally or negligently allowing any gaseous, liquid, or solid substance that is harmful to a tree to come into contact with a tree; setting fire or intentionally or negligently permitting any fire to burn when such fire or the heat therefrom will injure any part of any tree; pruning which in and of itself will kill or cause a tree to decline; or severing of all or part of a tree.

(h) "In-lieu fee" shall mean a fee deposited into the Adopt-A-Tree Fund and imposed by the Director. The in-lieu fee shall be equal to the replacement value of a tree(s) to be removed or trees that have been destroyed. In the case of trees required to be planted by Section 143 of the City Planning Code, yet excused under Section 143(d) of the Planning Code, the in-lieu fee shall be equal to the City's cost to plant and water a tree for two years.

(i) "Interested San Francisco organization" shall mean a San Francisco organization or individual that has made a written request to the Department for notification of proposed street tree removals in a specified neighborhood(s).

(j) "Landmark tree" shall mean a tree so designated pursuant to Section 810 of this Article.

(k) "Landscape material" shall mean any tree, shrub, groundcover or other plant.

(l) "Maintenance" shall mean those actions necessary to promote the life, growth, health, or beauty of a tree. Maintenance includes both routine and major activities. "Routine maintenance" shall include adequate watering to ensure the tree's growth and sustainability; weed control; removal of tree-well trash; staking; fertilizing; routine adjustment and timely removal of stakes, ties, tree guards, and tree grates; bracing; and sidewalk repairs related to the tree's growth or root system pursuant to Section 706 of this Code. "Major maintenance" shall include structural pruning as necessary to maintain public safety and to sustain the health, safety, and natural growth habit of the tree; pest and disease-management procedures as needed and in a manner consistent with public health and ecological diversity; replacement of dead or damaged trees. *Pruning practices shall be in compliance with International Society of Aboriculture Best Practices and ANSI Pruning Standards, whichever is more protective of tree preservation.*

(m) "Median strip" shall mean the dividing area in the public way between opposing lanes of vehicular traffic.

(n) "Notice" shall mean written notice by personal delivery or by mailing, either by letter or postal card, postage prepaid to the last known address as the same appears on the City's most recent assessment rolls.

(o) "~~*Nuisance*~~ *Hazard* tree" shall mean any tree that poses a hazard to person or property. A tree may be deemed a nuisance if it or any part of it: (1) appears dead, dangerous, or likely to fall; (2) obstructs or damages a street, ~~*or*~~ sidewalk, *or other structure*; (3) harbors a serious disease or infestation threatening the health of other trees; (4) interferes

with vehicular or pedestrian traffic; (5) obstructs official street cleaning activities; or (6) poses any other significant hazard or potential hazard, as determined by the Director.

(p) "Person" shall mean any individual, firm, partnership, association, corporation, company, or organization of any kind.

(q) "Planting" shall mean putting or setting into the ground or into a container to grow and irrigating until self-sufficient.

(r) "Removal" shall mean any intentional or negligent moving, carrying away, elimination or taking away of part or all of a tree.

(s) "Replacement value" shall mean the actual cost to the Department of replacing a tree or landscape material removed or destroyed with a comparable tree or landscape material. Certain trees or landscape material, because of their size, species or historical significance, cannot be replaced from available nursery stock. In such case, "replacement value" shall be determined pursuant to the valuation formula adopted by the International Society of Arboriculture, as amended from time to time, plus the Department's actual costs to replace the tree. “Replacement value” shall include the Department's administrative costs.

(t) 'Sidewalk" shall mean the area between the curbing and the abutting private property lot line, whether paved or unpaved, as legislated by the Board of Supervisors and as reflected in the Department's official maps.

(u) *"Significant Tree" shall mean a tree so designated pursuant to Section 810A of this Article.*

(v) "Street" shall mean the vehicular travel-way portion of any public street, avenue, boulevard, lane, road, parkway, freeway, or other public way.

(~~v~~w) "Street tree" shall mean any tree growing within the public right-of-way, including unimproved public streets and sidewalks, and any tree growing on land under the jurisdiction of the Department.

(~~w~~x) "Tree" shall mean any large perennial plant having a woody trunk(s), branches, and leaves.

~~*(x) "Tree Advisory Board" or "Tree Board" shall mean a board of private citizens to be appointed and to perform specific duties as set forth in Section 803 of this Article.*~~

(y) "Urban forest" shall mean all trees on public streets and rights-of-way within the borders of the City and County of San Francisco, ~~*and*~~ any trees growing on land subject to the jurisdiction of the Department, *and any other trees subject to the provisions of this Article*.

(z) "Urban Forestry Council" shall mean the Urban Forestry Council as established under the Environment Code Chapter 12.

SEC. 803. ~~*TREE ADVISORY BOARD; ESTABLISHMENT; APPOINTMENT*~~*URBAN FORESTRY COUNCIL*; *ADDITIONAL* POWERS AND DUTIES.

(a) ~~*There is hereby established an advisory board to be known as the Tree Advisory Board consisting of nine private citizens, at least three of whom shall be professionally trained and experienced in a tree-related field. All members of the Tree Board shall serve without compensation. Members shall be appointed by the Director for a term of four years and shall serve at the Director's pleasure. All terms shall commence 30 days after the enactment of this Article. Members may serve successive terms without limitation. At least one member shall be selected from a list of persons nominated by the Director, one from a list nominated by the Mayor, and one from a list nominated by the Board of Supervisors. At least one Department representative shall serve as an ex officio nonvoting member of the Tree Board. Any City agency, State agency, or federal agency may request of the Director an appointment to the Tree Board as an ex officio nonvoting member.*~~

~~*(b) The Tree Board shall meet at least six times a year and shall establish its own operating procedures which, at a minimum, shall meet the public notice, meeting, voting, agenda and other procedural requirements of Section 3.500 of the San Francisco Charter.*~~

~~*(c)*~~ The ~~*Tree Board*~~ *Urban Forestry Council* shall serve in an advisory capacity to the Director or his designee on matters relating to this Article and to tree management in the City. The responsibilities of the ~~*Tree Board*~~ *Urban Forestry Council* may include but shall not be limited to the following:

(1) Studying the problems and determining the needs of the City concerning its street tree planting and maintenance programs, and advising the Director in this regard;

(2) Preparing for the Director an annual report detailing the state of the urban forest;

(3) Recommending to the Director appropriate species of trees to be planted on City streets or other areas under the Department's jurisdiction;

(4) Working with the Community Boards of San Francisco in developing guidelines, standards, and procedures for the mediation of conflicts between property owners over the protection of views, solar access, planting/removal of trees, and other tree-related issues;

(5) Working with the Director concerning the maintenance of an Urban Forestry Management Plan;

(6) Developing and recommending criteria for establishing "landmark" status for trees under the jurisdiction of the Department;

(7) Recommending to the Director information to be distributed to the public concerning the selection, planting, and maintenance of trees throughout the City; and

(8) Recommending to the Director desirable City tree programs and activities, including legislation and funding mechanisms.

(b) The Urban Forestry Council shall perform such other duties assigned to it under the Municipal Codes.

SEC. 804. JURISDICTION.

(a) Department's Jurisdiction. The Department shall have jurisdiction over the planning, planting, maintenance, and removal of trees in any street or other public right-of-way as defined in Section 244 of this Code; over any landscape material in any street median, center strip, or other landscaped portion of a public right-of-way; over trees and other landscape material in other public spaces under the jurisdiction of the Department; ~~and~~ over ~~nuisance~~ *hazard* trees on private property only as specified in Section 809 of this Article*; and over significant trees on private property only as specified in Section 810A*.

SEC. 806. PLANTING AND REMOVAL OF STREET TREES.

(a) Planting and Removal by the Department.

(1) Planting. The Department may determine to plant a new tree(s) in a sidewalk or public right-of- way. When the Department determines to plant a new street tree(s), the Department will undertake maintenance responsibility for such new street tree and shall send a courtesy notice to the abutting property owner prior to planting such new tree. Any objections to the proposed work must be submitted to the Director in writing and postmarked within 30 days after notice by the Director. The Director shall consider such objections and may hold a hearing, in the Director's discretion. The Director's decision on the matter shall be final and nonappealable.

(2) Removal of Street Trees. No street tree shall be cut down or removed by the Department unless:

(A) The Department gives 30 days' prior written notice to the owner of the property abutting the affected tree; and

(B) Thirty days prior to the removal date, the Department notifies all interested San Francisco organizations and owners and, to the extent practical, occupants of properties that are on or across from the block face where the affected tree is located. In addition, 30 days prior to the removal date, the Department shall post a notice on the affected tree.

(3) Appeal of Tree Removal.

(A) If within 30 days after the giving of notice for street tree removal, as specified in Subsection (a)(2), or if within 15 days after the giving of notice for removal of a nuisance street tree, as specified in Subsection (a)(4), any person files with the Department written objections to the removal, the Director shall hold a hearing to consider public testimony concerning the proposed tree removal. Written notice of the date, time and place of the hearing shall be posted on the affected tree, provided in a newspaper of general circulation, and sent to the objecting party, the owner of the property abutting the affected tree, and all interested San Francisco organizations, not less than seven days prior thereto.

(B) The Director shall issue his or her written decision and order on the objections after the public hearing specified above.

(C) The Director's decision shall be final and nonappealable.

(4) Removal of ~~*Nuisance*~~ *Hazard* Street Trees.

(A) No ~~*nuisance*~~ *hazard* street tree shall be cut down or removed by the Department unless:

(i) The Department gives 15 days' prior written notice to the owner of the property abutting the affected tree; and

(ii) Fifteen days prior to the removal date, the Department notifies all interested San Francisco organizations and owners and, to the extent practical, occupants of properties that are on or across the block face where the affected tree is located. In addition, 15 days prior to the removal date, the Department shall post a notice on the affected tree.

(B) ~~*Nuisance*~~ *Hazard* street tree shall have the same meaning as "~~*nuisance*~~*hazard* tree" in Section 802(o) except that a nuisance street tree is located within the public right-of-way and is the maintenance responsibility of the Department.

(5) Emergency Removal. In the case of manifest danger and immediate necessity, as determined by the Director, the Department may remove any street tree immediately. After such emergency removal, the Department shall make a reasonable effort to notify owners and, to the extent practical, occupants of properties that are on or across from the block face where the affected tree was removed and interested San Francisco organizations of the necessity for such action.

(b) Planting and Removal by Persons Other Than the Department.

(1) Planting and Removal Permits. It shall be unlawful for any person to plant or to remove any street tree without a valid permit for such work issued by the Department. All permits for the planting or removal of street trees issued by the Director for residential properties shall be recorded on the Report of Residential Building Records in accordance with Section 351 of the Housing Code. All work associated with a street tree permit must be completed within six months of issuance, unless an extension has been granted by the Department.

(2) Planting. An abutting property owner who desires a permit to plant a street tree shall apply to the Department on the designated form. If approved by the Director, a permit to plant the specified species of tree(s) shall be issued to the applicant. There shall

be no administrative fee imposed for a permit to plant a street tree unrelated to property development. The Director's decision on a street tree planting permit shall be final and appealable to the Board of Appeals.

(3) Removal.

(A) An abutting property owner who desires a permit to remove a street tree shall apply to the Department on the designated form. Such application must be accompanied by an administrative fee in accordance with a fee schedule adopted by the Director. The Department may grant or deny the permit. If the Department grants a tree removal permit, it may require that another street tree be planted in the place of the removed tree or impose an in-lieu fee.

(B) In addition, 10 days prior to the removal date, the Department shall post a notice on the affected tree. If within 10 days after the giving of such notice any person files with the Department written objections to the removal, the Director shall hold a hearing prior to removing the tree. Written notice of the date, time and place of the hearing shall be posted on the affected tree and sent to the objecting party not less than seven days prior thereto.

(C) The Director shall issue his or her written decision and order on the objections after the public hearing specified above.

(D) The Director's decision shall be final and appealable to the Board of Appeals.

(c) Planting and Removal City Agencies, Commissions, or Departments. If a City agency, commission, or department other than the Department of Public Works desires to plant or remove a street tree, such agency, commission, or department shall be subject to the provisions of Subsection (b); provided, however, that for purposes of street tree removal, the

notice and procedures for Director's hearings set forth in Subsections (a)(2) and (a)(3)(A) and (B) shall apply.

SEC. 807. DEPARTMENT OF PUBLIC WORKS URBAN FORESTRY PROGRAM; POWERS AND DUTIES.

(a) Arterial Planting Program. The Department shall continue its program of appropriate street tree planting along major traffic routes and commercial streets throughout the City.

(b) Neighborhood Planting Program. The Department shall continue to encourage and support neighborhood planting programs. Support may include, but need not be limited to, provision of trees and materials, sidewalk cutting and removal, planting labor, technical advice, and organizational assistance. The Department is hereby authorized to donate such funds, materials and labor to neighborhood planting programs as are deemed by the Director to be in the public interest and in the interest of the promotion of the urban forest.

(c) Public Education. The Department shall undertake an on-going program of public outreach and education in order to promote public understanding of the City's urban forest and public adherence to the standards and procedures established under this Article.

(d) Authority over Site Development Plans. The Department shall have the authority to review and comment on site development plan applications received by the City's Central Permit Bureau that pertain to the planting, alteration, or removal of street trees. The Department shall also have the authority to review and comment on site development plan applications that pertain to the alteration or removal of landmark trees designated pursuant to Section 810(a) of this Article *and significant trees pursuant to Section 810A of this Article*.

If the Zoning Administrator modifies or waives the requirements of Planning Code Section 143 pursuant to Planning Code Section 143(d), the Department may impose an in-lieu

fee of the property owner so excused. Further, if a property owner is required to plant a street tree pursuant to Planning Code Section 143, the Department can require that the property owner maintain such tree or replace any such tree that subsequently dies or is removed by any person, or pay an in-lieu fee.

(e) Adopt-A-Tree Fund. Pursuant to Section 10.117-77 of the Administrative Code, the Department shall maintain an Adopt-A-Tree Fund to enhance the urban forestry program.

(f) In-Lieu Planting Program. The Department shall develop and implement an In-Lieu Planting Program to offset the loss of street trees *and significant trees* due to removal, destruction, or death. The In-Lieu Planting Program shall also compensate for the loss of trees required to be planted by Section 143 of the Planning Code, yet excused by the Zoning Administrator pursuant to Planning Code Section 143(d). The Department may impose an in-lieu fee in accordance with a fee schedule adopted by the Director where a street tree is destroyed, removed or is excused from planting where otherwise required by Planning Code Section 143. The Department may also assess an in-lieu fee as mitigation for violation of the requirements of this Article. In-lieu fees shall be deposited in the Adopt-A-Tree Fund.

(g) Tree Adoption Program. The Department shall develop and implement a tree adoption program to allow persons to donate money for the purpose of tree planting and maintenance. Money donated to the City and County for the purpose of tree planting and maintenance shall be deposited into the Adopt-A-Tree Fund.

SEC. 808. PROTECTION OF TREES AND LANDSCAPE MATERIAL.

(a) Injury to or Destruction of Trees Prohibited. It shall be unlawful for any person to intentionally, maliciously or through gross negligence injure or destroy a street tree, ~~or~~ any tree on City property, *or a significant tree*. Removal of a tree under City order or removal in

accordance with a permit issued pursuant to Section 806 *or Section 810A* of this Article is exempt from this prohibition.

(b) Injury to or Destruction of Landscape Materials Prohibited. It shall be unlawful for any person to intentionally, maliciously or through gross negligence injure or destroy any landscape material in any street median, center strip, or other landscaped portion of a public right-of-way under the City's jurisdiction, except as authorized by the Department.

(c) Construction Work: Protection of Trees Required. It shall be unlawful for any person to engage in any construction work on private or public property without first taking steps to protect street trees *and significant trees* from damage, including damage caused by soil compaction or contamination. All *significant trees and all* trees on any street or other publicly owned property ~~near~~ within a distance of ten feet of any excavation, construction, or street work shall be adequately protected.

SEC. 809. ~~*NUISANCE*~~ *HAZARD* TREES; ABATEMENT.

(a) Notice to Property Owner(s). Upon a finding by the Director that a tree on private property or a street tree for which a property owner is responsible is a "~~*nuisance*~~ *hazard* tree" as defined herein, the Director shall notice to the property owner(s) which describes the condition creating the nuisance, the actions required to be taken to abate the nuisance, and the date by which compliance must be completed. Required action may include replacement or removal of the tree. In cases of extreme danger, as determined by the Director, the Director may require immediate compliance.

(b) Director of Public Works To Abate Nuisance if Owner Fails To Do So. If the responsible property owner does not undertake in a timely manner the abatement action, as required by said notice, the Director may perform necessary work to abate the nuisance. The cost of such abatement, including labor, equipment, materials, inspection services, and

administrative costs, shall be an obligation owing by the responsible property owner(s) to the City.

(c) Method of Enforcement and Collection of Lien. The Department shall send notice of assessment of costs to the responsible property owner. Such notice shall include a statement that payment is due within 60 days of the mailing date of the notice. If a responsible property owner fails timely to remit payment, the Department shall send a second notice of payment due. Such second notice shall include a statement that failure timely to remit payment in full to the City within 30 days of the mailing of the second notice shall cause the Director to institute lien proceedings pursuant to Sections 706.4-706.7 of this Code. Enforcement and collection of liens for costs associated with nuisance tree abatement shall be in accordance with Sections 706.4-706.7 of this Code, except that all monies received in payment of such liens*, with the exception of enforcement costs,* shall be credited to the Adopt-A-Tree Fund.

SEC. 810. LANDMARK TREES.

(a) Designation. With the advice of the Tree Board *and the Urban Forest Council,* and following a public hearing, the Director shall adopt criteria for the designation of landmark trees, which criteria shall include consideration of the age, size, shape, species, location, historical association, visual quality, or other contribution to the City's character. Upon the recommendation of the Director, the Board of Supervisors may designate as a "landmark tree" any ~~*street tree or any*~~ tree ~~*on property under the jurisdiction of the Department*~~ *within the territorial limits of the City and County of San Francisco that* meet~~*ings*~~ the criteria adopted by the Director, or may rescind such designations. Any person seeking to have a tree designated as a landmark must pay all costs related to the Board of Supervisors hearing.

(b) Advise the Zoning Administrator. Upon request by the Zoning Administrator, the Director shall advise the Zoning Administrator regarding landmark trees on a proposed construction site. The Department shall propose measures to protect landmark trees on a construction site against damage to trunk, roots, and branches.

(c) Removal; Special Permit Required. Except in the case of manifest danger and immediate necessity, landmark trees shall be removed only upon a determination of the Board of Supervisors following a public hearing. The Director shall issue criteria governing such determinations. If the Board of Supervisors determines that removal of a landmark tree is necessary or permissible, it may impose such reasonable conditions on the permit for removal as it deems necessary to compensate for the loss of the tree, including but not limited to the replacement value of the tree, and administrative costs, or contribution to the Adopt-A-Tree Fund. Any person seeking permission to remove a landmark tree must pay all costs related to the Board of Supervisors hearing.

SEC. 811. PENALTIES FOR VIOLATION OF ORDINANCE.

(a) Criminal Penalties. Violation of any of the provisions of Sections 806, 808, ~~and~~ 810(c), *and 810A(b)* of this Article shall be chargeable as an infraction or a misdemeanor. Every violation determined to be an infraction is punishable by a fine of $200 for a first violation and $400 for each additional violation within one year. Every violation determined to be a misdemeanor is punishable by a fine not exceeding $1,000 and/or imprisonment in the County Jail for a period not to exceed six months, for each offense.

(b) ~~*Administrative*~~ Civil Penalties *and Fees*.

(1) The Director may call upon the City Attorney to maintain an action for injunction to restrain or summary abatement to cause the correction or abatement of the violation of

this Article, and for assessment and recovery of a civil penalty and reasonable attorney's fees for such violation.

(2) Any person who violates this Article may be liable for a civil penalty, not to exceed $500 for each day such violation is committed or permitted to continue, which penalty shall be assessed and recovered in a civil action brought in the name of the people of the City by the City Attorney in any court of competent jurisdiction. In assessing the amount of the civil penalty, the court may consider any one or more of the relevant circumstances presented by any of the parties to the case, including, but not limited to, the following: the nature and seriousness of the misconduct, the number of violations, the persistence of the misconduct, the length of time over which the misconduct occurred, the wilfulness of the defendant's misconduct, and the defendant's assets, liabilities, and net worth. The City Attorney also may seek recovery of the attorneys' fees and costs incurred in bringing a civil action pursuant to this Section.

(c) Administrative Penalties.

(1) In addition to the penalties set forth in Subsection*s* (a) *and (b)* above, any person who removes, damages, or destroys a tree in violation of the provisions of this Article shall pay a sum of money equal to the tree's replacement value or the diminishment of the tree's value *as set forth in the current edition of the Guide for Plant Appraisal (Council of Tree and Landscape Appraisers). In no case shall the administrative penalty be less than $500 per violation. When one or more additional violations occur within one year of the first violation, the Director may assess a responsible party double the tree's replacement value or the diminishment of the tree's value. Depending on the nature and seriousness of the misconduct, including unpermitted removal of or damage to a landmark or significant tree; the number of violations; the persistence of the misconduct; the length of time over which the misconduct occurred; or the wilfulness of the defendant's misconduct; the Director may assess additional penalties in excess of the amounts specified above. In addition to*

the administrative penalty assessed pursuant to this Section, the Director may assess enforcement costs to cover the reasonable costs incurred in enforcing the administrative penalty, including reasonable attorneys' fees. Any and all amounts paid or collected pursuant to this subsection, *with the exception of enforcement costs,* shall be deposited into the Adopt-A-Tree Fund.

(2) The Department shall send notice of the assessment of administrative ~~*civil*~~ penalties to the responsible ~~*property owner*~~ *party*. Such notice shall include a statement that payment is due within 60 days of the mailing date of the notice. If a responsible property owner fails timely to remit payment, the Department shall send a second notice of payment due. Such second notice shall include a statement that failure timely to remit payment in full to the City within 30 days of the mailing of the second notice shall cause the Director to institute lien proceedings pursuant to Sections 706.4 - 706.7 of this Code. Enforcement and collection of liens for costs associated with nuisance tree abatement shall be in accordance with Sections 706.4 - 706.7 of this Code, except that all monies received in payment of such liens *with the exception of enforcement costs,* shall be credited to the Adopt-a-Tree Fund.

Section 2. The San Francisco Public Works Code is hereby amended by adding Section 810A, to read as follows:

SEC. 810A. SIGNIFICANT TREES.

(a) Definition. For purposes of this Section, a significant tree shall be a tree on privately-owned property or City-owned property within the City and County of San Francisco that satisfies at least one of the following criteria: (1) a diameter at breast height (DBH) in excess of twelve (12) inches, (2) a height in excess of twenty (20) feet, or (3) a canopy in excess of fifteen (15) feet. A significant tree shall not be a landmark tree or street tree as defined in this Article; however, the Director may deem a significant tree a hazard tree if such tree satisfies the provisions of Section 802(o).

(b) Removal on Privately-Owned; Permit Required.

(1) Removal of a significant tree(s) on privately-owned property shall be subject to the rules and procedures governing permits for removal of street trees as set forth in Section 806(b).

(2) If removal of a significant tree is proposed as part of any activity related to any permit or authorization under the Building Code or Planning Code, then the City department or commission with jurisdiction over the permit or authorization shall specifically address the proposed removal as part of its decision on the permit or authorization. Prior to any such decision, the affected department or commission shall consult with the Department's Urban Forester. Failure of an applicant to identify a significant tree that may be affected by a permit issuance or authorization specified above shall result in suspension or denial of the permit or authorization until the applicant or permittee complies with this Section.

(3) If removal of a significant tree is part of a permit or authorization from a department or commission other than the Department of Public Works, appeal of such permit or authorization shall be in accordance with the provisions governing appeal of the subject permit or authorization.

(4) If the Director deems a significant tree qualifies as a nuisance tree, this Article's provisions applicable to removal of a nuisance tree shall apply.

(5) Emergency Removal. In the case of manifest danger and immediate necessity, as determined by the Director, the Director may remove or require the responsible owner(s) to remove a significant tree immediately. After such emergency removal, the Director shall make a reasonable effort to notify interested organizations and others requesting notice of the necessity for such action. If the Department incurs any costs related to an emergency removal, said costs, including labor, equipment, materials, inspection services, and administrative costs, shall be an obligation owing by the responsible owner(s) to the City. Removal of a significant tree pursuant to this Subsection is not subject to Subsection (d) below.

(c) Removal on City Property.

(1) Removal of a significant tree(s) on City property under the jurisdiction of any City agency, department, or commission shall be subject to the rules and procedures governing removal of trees under the jurisdiction of the subject agency, department, or commission if the subject agency, department, or commission, after a public hearing, has adopted rules and procedures for tree removal that incorporates a process for public notice prior to removal of the significant tree. Such rules and procedures also shall address removal of a significant tree that qualifies as nuisance tree as defined in Section 802(o) or as defined by the agency, department, or commission.

(2) If tree removal rules and procedures have not been adopted in accordance with Subsection (1) above, the agency, department, or commission shall follow similar rules and procedures for removal of street trees as set forth in Section 806(c) and for removal of nuisance trees as set forth in this Article; provided, however, that this Subsection shall not supercede the Charter jurisdiction that has been granted to any City agency, commission, or department.

(3) If a significant tree(s) has been designated as part of a local historic or cultural landmark in accordance with Article 10 of the Planning Code, removal of such tree shall be subject to the procedures set forth in the Planning Code Article 10 designation in addition to the requirements of this Subsection (c). In the case of a conflict between this Subsection and the Article 10 designation, the more restrictive provisions shall apply.

(4) Emergency Removal. In the case of manifest danger and immediate necessity, as determined by the director, general manager, president, or chair of the subject agency, department, or commission, the subject agency, department, or commission may remove a significant tree within its jurisdiction immediately. After such emergency removal, the subject agency, department, or commission shall make a reasonable effort to notify interested organizations and others requesting

notice of the necessity for such action. Removal of a significant tree pursuant to this Subsection is not subject to Subsection (d) below.

(d) As part of any City decision that authorizes removal of a significant tree, the City agency, department, or commission making such decision shall consider the following factors related to the tree:

(1) Size, age, and species;

(2) Visual characteristics, including the tree's form and whether it is a prominent landscape feature;

(3) Cultural or historic characteristics, including whether the tree has significant ethnic appreciation or historical association or whether the tree was part of a historic planting program that defines neighborhood character;

(4) Ecological characteristics, including whether the tree provides important wildlife habitat, is part of a group of interdependent trees, provides erosion control, or acts as a wind or sound barrier; and

(5) Locational characteristics, including whether the tree is in a high traffic area or low tree density area, provides shade or other benefits to multiple properties, and is visually accessible from the public right-of-way.

(e) Nomination of a Tree as a Significant Tree. Even though a tree does not meet the requirements for a significant tree as set forth in Section 810A(a), any property owner may nominate a tree on his or her property as a significant tree.

(1) Nominations shall be made in writing to the Urban Forest Council. The written request shall include the basis for the nomination, which may address one or more of the factors listed above in Subsection (d); the lot, assessor's block, and street address of the subject property; one or more

pictures of the tree; any other information that the property owner believes would be pertinent to the nomination; and payment to cover the cost of the Urban Forest Council hearing.

(2) The Urban Forest Council shall hold a hearing on the nomination request and determine whether the tree qualifies as a significant tree. If the Urban Forest Council determines that the subject tree qualifies as a significant tree, it shall adopt written findings that specify the basis for its decision and shall forward said decision to the Departments of Public Works and City Planning, which shall keep a record of the significant tree. The Urban Forest Council shall forward to the property owner a written record of its decision to approve or reject the nomination. If the Urban Forest Council rejects the nomination, the Council shall not accept a new request for the subject tree for three years from the date of its decision.

(3) If the Urban Forest Council determines that a tree qualifies as a significant tree, said tree shall be subject to the provisions of this Section 810A.

(4) A property owner may request rescission of the Urban Forest Council's decision that a tree qualifies as a significant tree in accordance with this Subsection (e). A rescission request shall be in writing and satisfy all the requirement for a nomination request as specified above in Subsection (1). The Urban Forest Council shall hold a hearing on the rescission request and make a determination following the same procedures as set forth in Subsection (2). The Urban Forest Council's decision on the rescission request shall be final and appealable to the Board of Appeals. Should an appeal be filed, the Urban Forest Council shall forward the Board of Appeals' final decision to the Departments of Public Works and City Planning for their records. If the City's final decision is to reject the request for rescission, the Council shall not accept a new request for the subject tree for three years from the date of the City's final decision.

Section 3. This section is uncodified. The powers and duties of the Tree Advisory Board, established pursuant to the Board of Supervisors Ordinance No. 165-95 in Public

Works Code Section 803, are transferred to the Urban Forestry Council pursuant to this Ordinance, and the Tree Advisory Board is hereby dissolved.

APPROVED AS TO FORM:
DENNIS J. HERRERA, City Attorney

By: _____
John D. Malamut
Deputy City Attorney

FILE NO. R-2005-1-UFC

[Urban Forestry Ordinance Revisions]

Resolution supporting Ordinance: "Public Works Code- significant trees, landmarks trees, and penalties for violation (File: 050689)" and recommending clarification of Ordinance components and additional consideration of responsibilities.

WHEREAS, trees that have historic or cultural importance, contribute in an exceptional way to the visual character of neighborhoods, are an uncommon species, are an unusually large size for the species, or provide important environmental benefits have a special value and meaning to the community; and,

WHEREAS, trees that have special value and meaning to the community have been designated as landmark trees in other cities; and,

WHEREAS, San Francisco's current tree ordinance acknowledges landmark trees (Article 16, section 810); and,

WHEREAS, San Francisco's existing landmark tree ordinance can be strengthened through a more comprehensive designation process, increased community awareness, enforcement, and expansion of jurisdiction to include private property; and,

WHEREAS, the Urban Forest Council supports and applauds legislation that would designate and protect landmark trees;

WHEREAS, Supervisor Chris Daly has introduced an **Ordinance ("Public Works Code- significant trees, landmarks trees, and penalties for violation (File: 050689)"** to protect trees in the categories of landmark and significant; and,

WHEREAS, the Urban Forest Council seeks to clarify the parameters and criteria for this legislation;

Now, therefore, be it RESOLVED, that the Urban Forest Council endorses the following components of the proposed Significant Tree Ordinance: Hazard Tree amendment (Sections 802, 806, 809), Tree Advisory Board amendment (Sections 802, 803), Landmark Trees (Section 810); and be it

FURTHER RESOLVED, that the Urban Forest Council (recommends that the Board of Supervisors) requests clarification on components of the proposed Ordinance including the staffing and budget requirements necessary for enforcement and the public nomination process for landmark trees; and be it

FURTHER RESOLVED, that the Urban Forest Council recommends strengthening the penalties for injury or removal of any landmark tree to the tree's replacement value or diminishment of the tree's value based on Council of Tree and Landscape Appraiser guidelines; and be it,

FURTHER RESOLVED, that the Urban Forest Council will provide additional criteria for the evaluation and nomination of landmark trees and accept public comment; and be it,

FURTHER RESOLVED, that the Urban Forest Council recommends that the draft legislation be amended such that the review and endorsement of landmark tree nominations becomes the responsibility of the Urban Forest Council with its scheduled meetings providing a forum for this process; and be it,

FURTHER RESOLVED, the Urban Forest Council recommends that the Significant Tree portions of the draft legislation be eliminated.

I hereby certify that this resolution was not adopted by the Urban Forest Council at its special meeting on June 28, 2005.

Monica Fish
Commission Secretary

VOTE: 5-5 (Not Adopted)

APPROVED:

Ayes: Members Costello, Quirke, Sullivan, Sacamano, Rodgers

Noes: Members Blair, Boss, Cohen, Miller, Milne

Absent: Members Cornell, Fisher, Griswold, Habert, Herman

9 Jul 2005

Memo: Urban Forestry Ordinance Revisions -- Recommendations

To: Alexis Harte - Urban Forest Council

From: Terry Milne - Bernal Heights Tree Committee

New ideas: This proposal would substitute for the final paragraph of the Urban Forest Council's resolution that was considered at our recent meeting.
The concept is to have a public hearing process for designating "Significant Trees" with nomination and appeal. And it includes the idea that there are two tiers of trees worth preserving.

FURTHER RESOLVED, LANDMARK TREES shall be determined as prescribed, considering the five factors that are listed under Sec. 810A(d). SIGNIFICANT TREES shall have a nomination process that goes before the Urban Forest Council which makes a recommendation to the Director of Public Works. (Appealable to the Board of Permit Appeals.) The criteria and characterictics for this determination shall be public benefit and public view, trunk diameter, canopy, and height.

Jocelyn Cohen
Notes on Significant Tree Resolution

Below summarizes my suggestions and I am attaching the document I made the changes to as well. I had a little trouble with the strike thrus and highlights. WORD was not listening to my selected options, sorry. I hope the bullet points make the document changes clear.

* Combine one category to simplify the code, i.e. Landmark significant trees.
* Bring the intangible characteristics to a higher level making those items equal with tangible sizes
* Nomination of a tree on private property requires 3 parties if the property owner(s) are opposed to the nomination.
* the process requires nomination rather than automatic designation
* Make the size requirements greater
* I also encourage language that leaves room for the requirements to broaden over time

SEC. 810~~4~~. SIGNIFICANT~~T~~/LANDMARK TREES.

(a) Definition. For purposes of this Section, a significant landmark tree shall be a tree on privately-owned property or City-owned property within the City and County of San Francisco that satisfies at least one of the following criteria: (1) a diameter at breast height (DBH) in excess of twelve (20) inches, (2) a height in excess of twenty (30) feet, or (3) a canopy in excess of twenty-five (25) feet.

(b) As part of any City decision that authorizes removal of a ~~significant~~ significant landmark tree, the City agency, department, or commission making such decision shall consider the following factors related to the tree:

(1) Size, age, and species;

(2) Visual characteristics, including the tree's form and whether it is a prominent landscape feature;

(3) Cultural or historic characteristics, including whether the tree has significant ethnic appreciation or historical association or whether the tree was part of a historic planting program that defines neighborhood character;

(4) Ecological characteristics, including whether the tree provides important wildlife habitat, is part of a group of interdependent trees, provides erosion control, or acts as a wind or sound barrier; and

(5) Locational characteristics, including whether the tree is in a high traffic area or low tree density area, provides shade or other benefits to multiple properties, and is visually accessible from the public right-of-way.

(b)

~~(b)~~(c) (b) Removal; Permit Required.

(1) Removal of a significant landmark tree(s) shall be subject to the rules and procedures governing permits for removal of street trees as set forth in Section 806(b).

(2) If removal of a significant landmark tree is proposed as part of any activity related to any permit or authorization under the Building Code or Planning Code, then the City department or commission with jurisdiction over the permit or authorization shall specifically address the proposed removal as part of its decision on the permit or authorization. Prior to any such decision, the affected department or commission shall consult with the Department's Urban Forester. Failure of an applicant to identify a significant tree that may be affected by a permit issuance or authorization specified above shall result in suspension or denial of the permit or authorization until the applicant or permittee complies with this Section.

(3) If removal of a ~~significant~~ significant landmark ~~landmark~~ tree is part of a permit or authorization from a department or commission other than the Department of Public Works, appeal of such permit or authorization shall be in accordance with the provisions governing appeal of the subject permit or authorization.

(4) If the Director deems a ~~significant~~ significant -landmark tree qualifies as a ~~nuisance~~ hazard tree, this Article's provisions applicable to removal of a ~~nuisance~~ hazard tree shall apply.

(5) Emergency Removal. In the case of manifest danger and immediate necessity, as determined by the Director, the Director may remove or require the responsible owner(s) to remove a significant landmark ~~significant~~ tree immediately. After such emergency removal, the Director shall make a reasonable effort to notify interested organizations and others requesting notice of the necessity for such action. If the Department incurs any costs related to an emergency removal, said costs, including labor, equipment, materials, inspection services, and administrative costs, shall be an obligation owing by the responsible owner(s) to the City. Removal of a significant tree pursuant to this Subsection is not subject to Subsection (d) below.

(c) Removal on City Property.

(1) Removal of a ~~significant~~ significant landmark tree(s) on City property under the jurisdiction of any City agency, department, or commission shall be subject to the rules and procedures governing removal of trees under the jurisdiction of the subject agency, department, or commission if the subject agency, department, or commission, after a public hearing, has adopted rules and procedures for tree removal that incorporates a process for public notice prior to removal of the significant tree. Such rules and procedures also shall address removal of a significant tree that qualifies as nuisance tree as defined in Section 802(o) or as defined by the agency, department, or commission.

(2) If tree removal rules and procedures have not been adopted in accordance with Subsection (1) above, the agency, department, or commission shall follow similar rules and procedures for removal of street trees as set forth in Section 806(c) and for removal of nuisance trees as set forth in this Article; provided, however, that this

Subsection shall not supercede the Charter jurisdiction that has been granted to any City agency, commission, or department.

(3) If a ~~significant~~ significant landmark tree(s) has been designated as part of a local historic or cultural landmark in accordance with Article 10 of the Planning Code, removal of such tree shall be subject to the procedures set forth in the Planning Code Article 10 designation in addition to the requirements of this Subsection (c). In the case of a conflict between this Subsection and the Article 10 designation, the more restrictive provisions shall apply.

(4) Emergency Removal. In the case of manifest danger and immediate necessity, as determined by the director, general manager, president, or chair of the subject agency, department, or commission, the subject agency, department, or commission may remove a significant tree within its jurisdiction immediately. After such emergency removal, the subject agency, department, or commission shall make a reasonable effort to notify interested organizations and others requesting notice of the necessity for such action. ~~Removal of a significant significant landmark tree pursuant to this Subsection is not subject to Subsection (d) below.~~

~~(d) As part of any City decision that authorizes removal of a significant tree, the City agency, department, or commission making such decision shall consider the following factors related to the tree:~~

~~(1) Size, age, and species;~~

~~(2) Visual characteristics, including the tree's form and whether it is a prominent landscape feature;~~

~~(3) Cultural or historic characteristics, including whether the tree has significant ethnic appreciation or historical association or whether the tree was part of a historic planting program that defines neighborhood character;~~

~~*(4) Ecological characteristics, including whether the tree provides important wildlife habitat, is part of a group of interdependent trees, provides erosion control, or acts as a wind or sound barrier; and*~~

~~*(5) Locational characteristics, including whether the tree is in a high traffic area or low tree density area, provides shade or other benefits to multiple properties, and is visually accessible from the public right-of-way.*~~

~~*(e) Nomination of a Tree as a Significan landmarkt Tree. Even though a tree does not meet the requirements for a significant landmark tree as set forth in Section 810-A(a), any property owner may nominate a tree on his or her property as a significantlandmark tree.*~~

(1) Nominations shall be made in writing to the Urban Forest Council. The written request shall include the basis for the nomination, which may address one or more of the factors listed above in Subsection (d); the lot, assessor's block, and street address of the subject property; one or more pictures of the tree; any other information that the property owner believes would be pertinent to the nomination~~; and payment to cover the cost of the Urban Forest Council hearing.~~

~~*This is new, not strike thru, can't get rid of it.*~~

~~*Nominations of landmark significant trees on private property may be made by the owner or interested citizen. If the nomination is made by interested citizen there must be three interested parties who share the nomination.*~~

(2) The Urban Forest Council shall hold a hearing on the nomination request and determine whether the tree qualifies as a ~~significant~~ significant landmark tree. If the Urban Forest Council determines that the subject tree qualifies as a significant landmark tree, it shall adopt written findings that specify the basis for its decision and shall forward said decision to the Departments of Public Works and City Planning, which shall keep a record of the significant landmark tree. The Urban Forest Council shall forward

to the property owner a written record of its decision to approve or reject the nomination. If the Urban Forest Council rejects the nomination, the Council shall not accept a new request for the subject tree for three years from the date of its decision.

~~*(3) If the Urban Forest Council determines that a tree qualifies as a significant tree, said tree shall be subject to the provisions of this Section 810A.*~~

(4) A property owner may request rescission of the Urban Forest Council's decision that a tree qualifies as a significant landmark tree in accordance with this Subsection (e). A rescission request shall be in writing and satisfy all the requirement for a nomination request as specified above in Subsection (1). The Urban Forest Council shall hold a hearing on the rescission request and make a determination following the same procedures as set forth in Subsection (2). The Urban Forest Council's decision on the rescission request shall be final and appealable to the Board of Appeals. Should an appeal be filed, the Urban Forest Council shall forward the Board of Appeals' final decision to the Departments of Public Works and City Planning for their records. If the City's final decision is to reject the request for rescission, the Council shall not accept a new request for the subject tree for three years from the date of the City's final decision.

SF Environment
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GAVIN NEWSOM
Mayor

JARED BLUMENFELD
Director

CITY AND COUNTY OF SAN FRANCISCO
DEPARTMENT OF THE ENVIRONMENT

URBAN FOREST COUNCIL
SPECIAL MEETING

DRAFT MINUTES

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Friday, July 22, 2005, 10:00 A.M.

City Hall, Room 400
1 Dr. Carlton B. Goodlett Place
San Francisco, CA 94102

1. **Call to Order**: Acting Chair Milne called the meeting to order at 10:07 a.m.

2. **Roll Call**: Present: Council Members Blair, Boss, Cohen, Grisso (joined the meeting at Item 8), Griswold, Herman, Miller (arrived 10:12 a.m.), Milne, Quirke, Rodgers, Sacamano, Sullivan; Excused: Council Members Cornell, Costello, Fisher, Grisso and Rodgers.

3. **ACTION**: Adoption of minutes of the June 28, 2005 Urban Forest Council Special Meeting. Upon motion by Council Member Sullivan and second by Council Member Quirke, the Minutes of the June 28, 2005 meeting were unanimously adopted with no objection. No public comment was heard at this time.

4. **DISCUSSION AND ACTION**: Nomination and Election of Chair. If the Vice Chair position is vacated through this voting process, the Council will nominate and elect a new Vice Chair.

 Urban Forest Council Coordinator Harte reported that Council Member Sacamano who was elected Chair at the June 28 meeting resigned his position and therefore an election for a new Chair is in order. Member Sacamano thanked the Council for their vote of confidence in appointing him to Chair, but explained that being a representative of the Department of Public Works may not be in the Council's interest.

 Upon motion by Council Member Boss and second by Council Member Blair, Council Member Milne was nominated and elected to Chair by the following vote.

VOTE: Adopted (9-1; 5 Absent)

AYES: Council Members Blair, Boss, Cohen, Griswold, Herman, Miller, Milne, Quirke, and Sullivan

NOES: Council Member Sacamano

ABSENT: Council Members Cornell, Costello, Fisher, Habert/Grisso, and Rodgers

Upon Motion by Council Member Blair and second by Council Member Boss, Member Cohen was nominated for Vice Chair.

Upon Motion by Council Member Sullivan and second by Council Member Herman, Member Quirke was nominated for Vice Chair.

Members Cohen and Quirke provided a statement on their interest in serving as Vice-Chair.

VOTE For Member Cohen as Vice Chair (Not Adopted 7-3; 5 Absent)

AYES: Council Members Blair, Boss, Cohen, Griswold, Quirke, Miller, and Milne

NOES: Council Members Herman, Sacamano and Sullivan

ABSENT: Council Members Cornell, Costello, Fisher, Habert/Grisso, and Rodgers

VOTE FOR Member Quirke as Vice Chair (Not Adopted 6-4; 5 Absent)

AYES: Council Members Boss, Herman, Miller, Quirke, Sacamano, and Sullivan

NOES: Council Members Blair, Cohen, Griswold, and Milne

ABSENT: Council Members Cornell, Costello, Fisher, Habert/Grisso, and Rodgers

Coordinator Harte explained that the role of the Vice Chair takes on the role of Chair when the Chair is absent—there is no elevated status or level of authority. The election of Vice Chair has been continued to the next meeting of the Urban Forest Council.

5. **DISCUSSION AND ACTION:** Proposed Amendment to Urban Forest Council Bylaws Article VI – Meetings, Section 5: Meetings. The Council discussed and voted on one of five options to change its meeting schedule. Any change would begin August 2005. (Explanatory Documents: Urban Forest Council Bylaws as Adopted on December 10, 2003; Bylaws Change Notice and Resolution File No. R-2005-02-UFC Amend Bylaws)
The Council Secretary read the five options as noticed in the proposed Notice of Proposed Amendment to the Bylaws issued on July 7, 2005. The Council Members held a discussion about the proposed schedule options and the following schedule was adopted:

Upon Motion by Council Member Blair and second by Council Member Cohen, Option 1 was adopted: "Meetings shall be held monthly on the second Friday of January, March, May, July, September and December at 10:00 a.m. at City Hall, Room 400 and on the 4th Tuesday in February, April, June and October at 5:30 p.m. at City Hall, Room 416 beginning in August 2005. No regular meetings will be scheduled for August and November. This information shall be posted on the Department of Environment's website."

VOTE: Adopted (8-2; 5 Absent)

AYES: Council Members Blair, Boss, Cohen, Griswold, Miller, Milne, Quirke, and Sullivan

NOES: Council Members Herman and Sacamano

ABSENT: Council Members Cornell, Costello, Fisher, Habert/Grisso, and Rodgers

The Bylaws for the Urban Forest Council would be amended effective July 22, 2005 revising the meeting schedule.

6. **PRESENTATION:** Greening our Streets, Exploring Mini Urban Parks: Two Complementary Solutions. Jocelyn Cohen, Sidewalk Pocket Park Gardens and Jane Martin, Plant*SF. The Council heard about landscaping projects to install plants and trees, increase permeable surfaces and improve neighborhoods (Explanatory Document: Plant SF Flyer and Sidewalk Pocket Park Garden Presentation).
Sponsor: Alexis Harte
Presenter: Jocelyn Cohen, Jane Martin

Ms. Jocelyn Cohen presented highlights and goals for the sidewalk pocket park garden movement. Ms. Jane Martin, Plant*SF (Permeable Landscape As Neighborhood Treasure) discussed the mission of Plant*SF of combining two aspects of sustainability plus beautification, directing water into the ground instead of the sewer by replacing pavement with drought tolerant plants. The permeable landscape installation at the Shotwell Street Greenway was described.

The Council Members and Presenters held a discussion on the permit process, under-grounding and building issues, cost issues/grants, future goals for permeable landscape installations, and future interaction with City departments. A recommendation was made for the Urban Forest Council to endorse the project, and that it should be part of the work of the Council. Next steps may be to install ten models using different narratives with different neighborhoods and organizations having the Urban Forest Council as one of the umbrella organizations advocating the project.

A request was made for the Urban Forest Council to draft a Resolution in support of the project to be considered at a future meeting and to supply ideas for eligible grants.

Public comment from Mr. Joe Boss, Potrero Hill resident discussed the City Planning Departments process for planning in the eastern neighborhoods and the lack of

proponents for the urban forest at their meetings. Recommended that the Urban Forest Council ask the Planning Department to make a presentation on their plan at an Urban Forest Council meeting and engage them in ideas that include the Urban Forest.

Public comment from Ms. Liz Lerma, Director of Community Programs, Department of Public Works speaking in support of the concepts presented. Described a program they are working on called "Street Parks" whereby they work with neighborhood groups that want to adopt unaccepted streets and public rights of way and turn them into public open space gardens. Recommended taking out a master encroachment permit on multiple sites as a quick solution. Offered to meet with the presenters and offered technical assistance with grant applications.

Public comment from Ms. Celeste West--spoke in support of the project and how pocket parks would offer neighborhood protection. Recommended using different templates for public gardens.

Council Member Mike Grisso, Redevelopment Agency, would be representing the Redevelopment Agency while Member David Habert is on leave and joined the meeting at this time.

7. **PRESENTATION:** Enforcing Tree Related Municipal Codes. David Dockter, City of Palo Alto. The Council heard about effective policies and practices for tree preservation in other municipalities. (Explanatory Document: Creative Enforcement Strategies for Municipal Tree Ordinances Presentation)

 Sponsor: Alexis Harte
 Presenter: David Dockter

 Coordinator Harte introduced Mr. David Dockter, Department of Planning and Community Environment, City of Palo Alto who crafted several municipal tree preservation ordinances and was involved in several creative enforcement remedies to affect tree ordinance compliance. Mr. Dockter gave an overview of enforcing urban forest laws, goals policies and regulations and made a presentation on the following topics: California Law, City Law, Code Basics, Enforcement, City Owned and Private Owned Sites, Tree and Zoning Ordinances, and Site Schemes. Recommendations were given regarding language to the proposed Significant Tree Ordinance.

8. **DISCUSSION AND ACTION:** Significant Tree Ordinance: The Council discussed the proposed Significant Tree Ordinance and voted to pass a resolution endorsing the legislation with amendments. (Explanatory Documents: Significant Tree Ord Briefing 06.05v2; Proposed Significant Tree Ordinance: Public Works Code - significant trees, landmark trees, and penalties for violation (File 050689); R-2005-1-UFC Resolution; Memo: Urban Forestry Ordinance Revisions Recommendations and Notes on Significant Tree Resolution)

 Council Members discussed their viewpoints on the Significant Tree Ordinance. Member Cohen discussed her recommendations for the Significant Tree Ordinance and Urban Forest Council Resolution as noted in the explanatory document "Notes on Significant Tree Resolution." Chair Milne recommended substituting a final paragraph of the Urban Forest Council's Resolution as noted in the explanatory document "Urban Forestry Ordinance Revisions Recommendations."

VOTE: Not to Endorse Adopted (7-2) 5 Absent; 1 Abstain

AYES: Members Griswold and Miller

NOES: Members Blair, Boss, Cohen, Herman, Milne, Quirke, and Sacamano

ABSENT: Cornell, Costello, Fisher, Rodgers, and Sullivan

ABSTAIN: Member Grisso. The Council unanimously adopted a Motion to allow Member Grisso to abstain from the vote.

Upon Motion by Member Quirke and second by Member Miller the Council agreed to make a recommendation to Supervisor Daly to consider amendments to Section 810A with respect to Significant Trees and concerns about private property like the examples and amendments in the work done by the Urban Forest Council members and others.

VOTE: Adopted (9-0) 5 Absent; 1 Abstain

AYES: Members Griswold, Quirke, Boss, Cohen, Miller, Milne, Blair, Herman, and Sacamano

NOES: None

ABSENT: Cornell, Costello, Fisher, Rodgers, and Sullivan

ABSTAIN: Member Grisso. The Council unanimously adopted a Motion to allow Member Grisso to abstain from the vote.

Upon Motion by Member Boss and second by Member Herman, the Urban Forest Council Resolution File No. R-2005-3-UFC was adopted with an amendment to the last paragraph to incorporate amendments to the Significant Tree portion, Section 810A of the Ordinance as recommended by Members Cohen and Milne and in the work done by others.

Member Cohen's amendments:

- Combine one category to simplify the code, i.e. Landmark significant trees.
- Bring the intangible characteristics to a higher level making those items equal with tangible sizes
- Nomination of a tree on private property requires 3 parties if the property owner(s) are opposed to the nomination.
- The process requires nomination rather than automatic designation
- Make the size requirements greater
- Encourage language that leaves room for the requirements to broaden over time

Member Milne's amendments:

The concept is to have a public hearing process for designating "Significant Trees" with nomination and appeal. And it includes the idea that there are two tiers of trees worth preserving.

Upon Motion by Council Member Sacamano and second by Council Member Boss, the Council adopted the following motion: To vote on the questions whether to (1) endorse the Landmark portions of the Ordinance adopting amendments as follows and (2) whether to endorse the significant tree portions of the Ordinance.

- Amend Page 2, line 16 to change the word "endorsement" to "recommendation."
- Amend with clerical amendments on Page 1, line 22, change "tress to trees"; Page 2, line 17, add "with" before the word "its".
- Add a Further Resolved, that all lines that state "any person seeking to have a tree designated as a landmark must pay all costs related to the Board of Supervisors hearing" be rescinded throughout the legislation.
- Amend Page 1, Lines 9–10 by deleting "are an uncommon species, are an unusually large size for the species."

Member Sullivan left the meeting at this time.

VOTE: Adopted (9-0) 5 Absent; 1 Abstain

AYES: Members Griswold, Quirke, Cohen, Miller, Milhe, Blair, Boss, Herman, Sacamano

NOES: None

ABSENT: Cornell, Costello, Fisher, Rodgers, and Sullivan

ABSTAIN: Member Grisso. The Council unanimously adopted a Motion to allow Member Grisso to abstain from the vote.

Upon Motion by Council Member Sacamano and second by Council Member Cohen, the Council voted on whether to endorse with a "yes" or not endorse with a "no" for Ordinance Landmark Tree Sections 802, 803, 804, 806, 807, 809, 810 and 811.

VOTE: Endorsed Adopted (8-1) 5 Absent; 1 Abstain

AYES: Members Quirke, Cohen, Miller, Milne, Blair, Boss, Herman, Sacamano

NOES: Member Griswold

ABSENT: Cornell, Costello, Fisher, Rodgers, and Sullivan

ABSTAIN: Member Grisso. The Council unanimously adopted a Motion to allow Member Grisso to abstain from the vote.

Upon Motion by Council Member Sacamano and second by Council Member Blair, the Council voted on endorsing with a "yes" or not endorsing with a "no" Significant Tree Ordinance Section 810A as written.

Substitute the final paragraph as follows: "Further Resolved, Landmark trees shall be determined as prescribed, considering the five factors that are listed under Sec. 810(A)(d). Significant Trees shall have a nomination process that goes before the Urban Forest Council which makes a recommendation to the Director of Public Works. (Appealable to the Board of Permit Appeals.) The criteria and characteristics for this determination shall be public benefit and public view trunk diameter, canopy and height.

VOTE: Adopted (9-0) 5 Absent; 1 Abstain

AYES: Members Griswold, Quirke, Boss, Cohen, Miller, Milne, Blair, Herman, and Sacamano

NOES: None

ABSENT: Cornell, Costello, Fisher, Rodgers, and Sullivan

ABSTAIN: Member Grisso. The Council unanimously adopted a Motion to allow Member Grisso to abstain from the vote.

9. **CHAIR's ANNOUNCEMENTS**: Terry Milne, Acting Chair, Urban Forest Council. Member Milne announced that he would be absent for the September Urban Forest Council meeting.

10. **INFORMATION: New Business**

 The Council Secretary advised the new Council members that they are entitled to free parking at the Civic Center Garage at 355 McAllister Street during Council meetings. An email was sent to the Council Members explaining the parking procedures.

11. **PUBLIC COMMENT:** Members of the public may address the Council on matters that are within the Council's jurisdiction and are not on today's agenda. No public comment was given at this time.

12. **ADJOURNMENT**: The meeting adjourned at 1:35 p.m.

 The next Regular Meeting of the Urban Forest Council is scheduled for Friday, September 9, 2005 at 10:00 a.m.

Copies of explanatory documents are available to the public at Department of the Environment, 11 Grove Street, San Francisco, California between the hours of 9 a.m. and 5 p.m., or when possible, on the Department of Environment's webpage: www.sfenvironment.com/; or, upon request to the Council Secretary, at the above address or telephone number 415-355-3709, or via e-mail at Monica.Fish@Sfgov.org.

Respectfully submitted by:

Monica Fish, Council Secretary

Adopted:

FILE NO. R-2005-3-UFC

Resolution No. 002-05-UFC
July 22, 2005

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[Urban Forestry Ordinance Revisions]

Resolution supporting Ordinance: "Public Works Code- significant trees, landmark trees, and penalties for violation (File: 050689)" and recommending clarification of Ordinance components and additional consideration of responsibilities.

WHEREAS, Trees that have: historic or cultural importance, contribute in an exceptional way to the visual character of neighborhoods, or provide important environmental benefits have a special value and meaning to the community; and,

WHEREAS, Trees that have special value and meaning to the community have been designated as landmark trees in other cities; and,

WHEREAS, San Francisco's current tree ordinance acknowledges landmark trees (Article 16, section 810); and,

WHEREAS, San Francisco's existing landmark tree ordinance can be strengthened through a more comprehensive designation process, increased community awareness, enforcement, and expansion of jurisdiction to include private property; and,

WHEREAS, The Urban Forest Council supports and applauds legislation that would designate and protect landmark trees;

WHEREAS, Supervisor Chris Daly has introduced an **Ordinance ("Public Works Code- significant trees, landmark trees, and penalties for violation (File: 050689)"** to protect trees in the categories of landmark and significant; and,

WHEREAS, The Urban Forest Council seeks to clarify the parameters and criteria for this legislation;

NOW THEREFORE BE IT RESOLVED, That the Urban Forest Council endorses the following components of the proposed Significant Tree Ordinance: Hazard Tree amendment (Sections 802, 806, 809), Tree Advisory Board amendment (Sections 802, 803), Landmark Trees (Section 810); and be it

FURTHER RESOLVED, That the Urban Forest Council (recommends that the Board o Supervisors) requests clarification on components of the proposed Ordinance including the staffing and budget requirements necessary for enforcement and the public nomination process for landmark trees; and be it

FURTHER RESOLVED, That the Urban Forest Council recommends strengthening the penalties for injury or removal of any landmark tree to the tree's replacement value or diminishment of the tree's value based on Council of Tree and Landscape Appraiser guidelines; and be it,

FURTHER RESOLVED, That the Urban Forest Council will provide additional criteria for the evaluation and nomination of landmark trees and accept public comment; and be it,

FURTHER RESOLVED, That the Urban Forest Council recommends that the draft legislation be amended such that the review and recommendation of landmark tree nominations becomes the responsibility of the Urban Forest Council with its scheduled meetings providing a forum for this process; and be it,

FURTHER RESOLVED, Any lines in the Ordinance that state "any person seeking to have a tree designated as a landmark must pay all costs related to the Board of Supervisors hearing" be rescinded throughout the legislation; and be it

FURTHER RESOLVED, Landmark trees shall be determined as prescribed, considering the five factors that are listed under Sec. 810(A)(d). Significant Trees shall have a nomination process that goes before the Urban Forest Council, which makes a

recommendation to the Director of Public Works. (Appealable to the Board of Permit Appeals.) The criteria and characteristics for this determination shall be public benefit and public view trunk diameter, canopy and height. Additional recommendations for Section 810A would be to (1) combine one category to simplify the code, i.e. Landmark significant trees; (2) bring the intangible characteristics to a higher level making those items equal with tangible sizes; (3) nomination of a tree on private property requires 3 parties if the property owner(s) are opposed to the nomination; (4) the process requires nomination rather than automatic designation; (5) make the size requirements greater; (6) encourage language that leaves room for the requirements to broaden over time; and (7) to incorporate amendments to the Significant Tree portion, Section 810A as recommended by the Urban Forest Council and in the work done by others.

I hereby certify that this resolution was adopted by the Urban Forest Council at its Special Meeting on July 22, 2005.

Monica Fish

Monica Fish
Commission Secretary

VOTE: Adopted (9-0) 5 Absent; 1 Abstain

AYES: Members Griswold, Quirke, Boss, Cohen, Miller, Milne, Blair, Herman, and Sacamano

NOES: None

ABSENT: Cornell, Costello, Fisher, Rodgers, and Sullivan

ABSTAIN: Member Grisso. The Council unanimously adopted a Motion to allow Member Grisso to Abstain from the vote.

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GAVIN NEWSOM
Mayor

JARED BLUMENFELD
Director

CITY AND COUNTY OF SAN FRANCISCO
DEPARTMENT OF THE ENVIRONMENT

URBAN FOREST COUNCIL
SPECIAL MEETING

APPROVED MINUTES

Friday, July 22, 2005, 10:00 A.M.

City Hall, Room 400
1 Dr. Carlton B. Goodlett Place
San Francisco, CA 94102

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1. **Call to Order**: Acting Chair Milne called the meeting to order at 10:07 a.m.

2. **Roll Call**: Present: Council Members Blair, Boss, Cohen, Grisso (joined the meeting at Item 8), Griswold, Herman, Miller (arrived 10:12 a.m.), Milne, Quirke, Rodgers, Sacamano, Sullivan; Excused: Council Members Cornell, Costello, Fisher, Grisso and Rodgers.

3. **ACTION**: Adoption of minutes of the June 28, 2005 Urban Forest Council Special Meeting. Upon motion by Council Member Sullivan and second by Council Member Quirke, the Minutes of the June 28, 2005 meeting were unanimously adopted with no objection. No public comment was heard at this time.

4. **DISCUSSION AND ACTION**: Nomination and Election of Chair. If the Vice Chair position is vacated through this voting process, the Council will nominate and elect a new Vice Chair.

 Urban Forest Council Coordinator Harte reported that Council Member Sacamano who was elected Chair at the June 28 meeting resigned his position and therefore an election for a new Chair is in order. Member Sacamano thanked the Council for their vote of confidence in appointing him to Chair.

 Upon motion by Council Member Boss and second by Council Member Blair, Council Member Milne was nominated and elected to Chair by the following vote.

VOTE: Adopted (9-1; 5 Absent)

AYES: Council Members Blair, Boss, Cohen, Griswold, Herman, Miller, Milne, Quirke, and Sullivan

NOES: Council Member Sacamano

ABSENT: Council Members Cornell, Costello, Fisher, Habert/Grisso, and Rodgers

Upon Motion by Council Member Blair and second by Council Member Boss, Member Cohen was nominated for Vice Chair.

Upon Motion by Council Member Sullivan and second by Council Member Herman, Member Quirke was nominated for Vice Chair.

Members Cohen and Quirke provided a statement on their interest in serving as Vice-Chair.

VOTE For Member Cohen as Vice Chair (Not Adopted 7-3; 5 Absent)

AYES: Council Members Blair, Boss, Cohen, Griswold, Quirke, Miller, and Milne

NOES: Council Members Herman, Sacamano and Sullivan

ABSENT: Council Members Cornell, Costello, Fisher, Habert/Grisso, and Rodgers

VOTE FOR Member Quirke as Vice Chair (Not Adopted 6-4; 5 Absent)

AYES: Council Members Boss, Herman, Miller, Quirke, Sacamano, and Sullivan

NOES: Council Members Blair, Cohen, Griswold, and Milne

ABSENT: Council Members Cornell, Costello, Fisher, Habert/Grisso, and Rodgers

Coordinator Harte explained that the role of the Vice Chair takes on the role of Chair when the Chair is absent—there is no elevated status or level of authority. The election of Vice Chair has been continued to the next meeting of the Urban Forest Council.

5. **DISCUSSION AND ACTION:** Proposed Amendment to Urban Forest Council Bylaws Article VI – Meetings, Section 5: Meetings. The Council discussed and voted on one of five options to change its meeting schedule. Any change would begin August 2005. (Explanatory Documents: Urban Forest Council Bylaws as Adopted on December 10, 2003; Bylaws Change Notice and Resolution File No. R-2005-02-UFC Amend Bylaws)
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VOTE: Adopted (8-2; 5 Absent)

AYES: Council Members Blair, Boss, Cohen, Griswold, Miller, Milne, Quirke, and Sullivan

NOES: Council Members Herman and Sacamano

ABSENT: Council Members Cornell, Costello, Fisher, Habert/Grisso, and Rodgers

The Bylaws for the Urban Forest Council would be amended effective July 22, 2005 revising the meeting schedule.

6. **PRESENTATION:** Greening our Streets, Exploring Mini Urban Parks: Two Complementary Solutions. Jocelyn Cohen, Sidewalk Pocket Park Gardens and Jane Martin, Plant*SF. The Council heard about landscaping projects to install plants and trees, increase permeable surfaces and improve neighborhoods (Explanatory Document: Plant SF Flyer and Sidewalk Pocket Park Garden Presentation).

Sponsor: Alexis Harte
Presenter: Jocelyn Cohen, Jane Martin

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Public comment from Mr. Joe Boss, Potrero Hill resident discussed the City Planning Departments process for planning in the eastern neighborhoods and the lack of

proponents for the urban forest at their meetings. Recommended that the Urban Forest Council ask the Planning Department to make a presentation on their plan at an Urban Forest Council meeting and engage them in ideas that include the Urban Forest.

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Public comment from Ms. Celeste West--spoke in support of the project and how pocket parks would offer neighborhood protection. Recommended using different templates for public gardens.

Council Member Mike Grisso, Redevelopment Agency, would be representing the Redevelopment Agency while Member David Habert is on leave and joined the meeting at this time.

7. **PRESENTATION:** Enforcing Tree Related Municipal Codes. David Dockter, City of Palo Alto. The Council heard about effective policies and practices for tree preservation in other municipalities. (Explanatory Document: Creative Enforcement Strategies for Municipal Tree Ordinances Presentation)

 Sponsor: Alexis Harte
 Presenter: David Dockter

 Coordinator Harte introduced Mr. David Dockter, Department of Planning and Community Environment, City of Palo Alto who crafted several municipal tree preservation ordinances and was involved in several creative enforcement remedies to affect tree ordinance compliance. Mr. Dockter gave an overview of enforcing urban forest laws, goals policies and regulations and made a presentation on the following topics: California Law, City Law, Code Basics, Enforcement, City Owned and Private Owned Sites, Tree and Zoning Ordinances, and Site Schemes. Recommendations were given regarding language to the proposed Significant Tree Ordinance.

8. **DISCUSSION AND ACTION:** Significant Tree Ordinance: The Council discussed the proposed Significant Tree Ordinance and voted to pass a resolution endorsing the legislation with amendments. (Explanatory Documents: Significant Tree Ord Briefing 06.05v2; Proposed Significant Tree Ordinance: Public Works Code - significant trees, landmark trees, and penalties for violation (File 050689); R-2005-1-UFC Resolution; Memo: Urban Forestry Ordinance Revisions Recommendations and Notes on Significant Tree Resolution)

 Council Members discussed their viewpoints on the Significant Tree Ordinance. Member Cohen discussed her recommendations for the Significant Tree Ordinance and Urban Forest Council Resolution as noted in the explanatory document "Notes on Significant Tree Resolution." Chair Milne recommended substituting a final paragraph of the Urban Forest Council's Resolution as noted in the explanatory document "Urban Forestry Ordinance Revisions Recommendations."

Upon Motion by Council Member Sacamano and second by Council Member Boss, the Council adopted the following motion: To vote on the questions whether to (1) endorse the Landmark portions of the Ordinance adopting amendments as follows and (2) whether to endorse the significant tree portions of the Ordinance.

- Amend Page 2, line 16 to change the word "endorsement" to "recommendation."
- Amend with clerical amendments on Page 1, line 22, change "tress to trees"; Page 2, line 17, add "with" before the word "its".
- Add a Further Resolved, that all lines that state "any person seeking to have a tree designated as a landmark must pay all costs related to the Board of Supervisors hearing" be rescinded throughout the legislation.
- Amend Page 1, Lines 9–10 by deleting "are an uncommon species, are an unusually large size for the species."

Member Sullivan left the meeting at this time.

VOTE: Adopted (9-0) 5 Absent; 1 Abstain

AYES: Members Griswold, Quirke, Cohen, Miller, Milne, Blair, Boss, Herman, Sacamano

NOES: None

ABSENT: Cornell, Costello, Fisher, Rodgers, and Sullivan

ABSTAIN: Member Grisso. The Council unanimously adopted a Motion to allow Member Grisso to abstain from the vote.

Upon Motion by Council Member Sacamano and second by Council Member Cohen, the Council voted on whether to endorse with a "yes" or not endorse with a "no" for Ordinance Landmark Tree Sections 802, 803, 804, 806, 807, 809, 810 and 811.

VOTE: Endorsed Adopted (8-1) 5 Absent; 1 Abstain

AYES: Members Quirke, Cohen, Miller, Milne, Blair, Boss, Herman, Sacamano

NOES: Member Griswold

ABSENT: Cornell, Costello, Fisher, Rodgers, and Sullivan

ABSTAIN: Member Grisso. The Council unanimously adopted a Motion to allow Member Grisso to abstain from the vote.

Upon Motion by Council Member Sacamano and second by Council Member Blair, the Council voted on endorsing with a "yes" or not endorsing with a "no" Significant Tree Ordinance Section 810A as written.

VOTE: Not to Endorse Adopted (7-2) 5 Absent; 1 Abstain

AYES: Members Griswold and Miller

NOES: Members Blair, Boss, Cohen, Herman, Milne, Quirke, and Sacamano

ABSENT: Cornell, Costello, Fisher, Rodgers, and Sullivan

ABSTAIN: Member Grisso. The Council unanimously adopted a Motion to allow Member Grisso to abstain from the vote.

Upon Motion by Member Quirke and second by Member Miller the Council agreed to make a recommendation to Supervisor Daly to consider amendments to Section 810A with respect to Significant Trees and concerns about private property like the examples and amendments in the work done by the Urban Forest Council members and others.

VOTE: Adopted (9-0) 5 Absent; 1 Abstain

AYES: Members Griswold, Quirke, Boss, Cohen, Miller, Milne, Blair, Herman, and Sacamano

NOES: None

ABSENT: Cornell, Costello, Fisher, Rodgers, and Sullivan

ABSTAIN: Member Grisso. The Council unanimously adopted a Motion to allow Member Grisso to abstain from the vote.

Upon Motion by Member Boss and second by Member Herman, the Urban Forest Council Resolution File No. R-2005-3-UFC was adopted with an amendment to the last paragraph to incorporate amendments to the Significant Tree portion, Section 810A of the Ordinance as recommended by Members Cohen and Milne and in the work done by others.

Member Cohen's amendments:

- Combine one category to simplify the code, i.e. Landmark significant trees.
- Bring the intangible characteristics to a higher level making those items equal with tangible sizes
- Nomination of a tree on private property requires 3 parties if the property owner(s) are opposed to the nomination.
- The process requires nomination rather than automatic designation
- Make the size requirements greater
- Encourage language that leaves room for the requirements to broaden over time

Member Milne's amendments:

The concept is to have a public hearing process for designating "Significant Trees" with nomination and appeal. And it includes the idea that there are two tiers of trees worth preserving.

Substitute the final paragraph as follows: "Further Resolved, Landmark trees shall be determined as prescribed, considering the five factors that are listed under Sec. 810(A)(d). Significant Trees shall have a nomination process that goes before the Urban Forest Council which makes a recommendation to the Director of Public Works. (Appealable to the Board of Permit Appeals.) The criteria and characteristics for this determination shall be public benefit and public view trunk diameter, canopy and height.

VOTE: Adopted (9-0) 5 Absent; 1 Abstain

AYES: Members Griswold, Quirke, Boss, Cohen, Miller, Milne, Blair, Herman, and Sacamano

NOES: None

ABSENT: Cornell, Costello, Fisher, Rodgers, and Sullivan

ABSTAIN: Member Grisso. The Council unanimously adopted a Motion to allow Member Grisso to abstain from the vote.

9. **CHAIR's ANNOUNCEMENTS**: Terry Milne, Acting Chair, Urban Forest Council. Member Milne announced that he would be absent for the September Urban Forest Council meeting.

10. **INFORMATION: New Business**

 The Council Secretary advised the new Council members that they are entitled to free parking at the Civic Center Garage at 355 McAllister Street during Council meetings. An email was sent to the Council Members explaining the parking procedures.

11. **PUBLIC COMMENT:** Members of the public may address the Council on matters that are within the Council's jurisdiction and are not on today's agenda. No public comment was given at this time.

12. **ADJOURNMENT**: The meeting adjourned at 1:35 p.m.

 The next Regular Meeting of the Urban Forest Council is scheduled for Friday, September 9, 2005 at 10:00 a.m.

Copies of explanatory documents are available to the public at Department of the Environment, 11 Grove Street, San Francisco, California between the hours of 9 a.m. and 5 p.m., or when possible, on the Department of Environment's webpage: www.sfenvironment.com/; or, upon request to the Council Secretary, at the above address or telephone number 415-355-3709, or via e-mail at Monica.Fish@Sfgov.org.

Respectfully submitted by:

Monica Fish, Council Secretary

Adopted: September 9, 2005

SF Environment

GAVIN NEWSOM, MAYOR
JARED BLUMENFELD, DIRECTOR

CITY AND COUNTY OF SAN FRANCISCO
DEPARTMENT OF THE ENVIRONMENT

URBAN FOREST COUNCIL

Meeting Notice and Agenda

DOCUMENTS DEPT.
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Friday, September 9, 2005
10:00 am
City Hall, Room 400
1 Dr. Carlton B. Goodlett Place
San Francisco, CA 94102

Terry Milne
Chair

Carolyn Blair
Mike Boss
Jocelyn Cohen
Dr. Larry Costello
Bonnie Fisher
Kelly Cornell
SF Recreation & Park Department

Steve Griswold
Lena Miller
Kelly Quirke
Michael J. Sullivan

Jane Herman
SF Public Utilities Commission

Mike Grisso
SF Redevelopment Agency

AnMarie Rodgers
SF Planning Department

Paul Sacamano
SF Department of Public Works

Alexis Harte
Urban Forest Council Coordinator

Grace Ma
Urban Forest Council Associate

Monica Fish
Urban Forest Council Secretary

11 Grove Street, San Francisco, California 94102
www.sfenvironment.com
Telephone (415) 355-3709 Fax 554-6393 E-mail: SFUrbanForestCouncil@sfgov.org

Public comment will be taken before the Council takes action on any item.

Order of Business

AGENDA

1. **CALL TO ORDER**

2. **ROLL CALL**

3. **ACTION:** Adoption of minutes of the July 22, 2005 Urban Forest Council (UFC) Special Meeting. (Explanatory Document: Draft Minutes of the July 22, 2005 Urban Forest Council Special Meeting)

4. **PRESENTATION AND DISCUSSION**: The Better Streets Program. The Urban Forest Council will hear a presentation on the Mayor's Better Streets Program and will discuss how to integrate the UFC's existing planning efforts into this Program.

 Sponsor: Alexis Harte
 Presenter: Marshall Foster, Director of City Greening

5. **DISCUSSION AND ACTION**: Nomination and Election of Vice Chair.

6. **DISCUSSION AND ACTION***:* Urban Forest Council 2005 Annual Report. Alexis Harte, Urban Forest Council Coordinator. The Council will review and discuss a descriptive report on the state of the urban forest in San Francisco. They may vote to approve this report before it will be presented to the Mayor and Board of Supervisors. (Explanatory Document: UFC 2005 Annual Report.doc)

 Sponsor: Alexis Harte
 Presenter: Alexis Harte

7. **DISCUSSION AND ACTION***:* Resolution recommending that the Planning Department require a tree disclosure statement as part of all building permit applications that include exterior work, demolition or grading. (Explanatory Document: R-2005-4-UFC.doc)

 Sponsor: Carolyn Blair
 Presenters: Paul Sacamano, Jocelyn Cohen

8. **DISCUSSION AND ACTION***:* Resolution in Support of Plant*SF: The Urban Forest Council will discuss and may vote to approve a resolution in support of the mandate and activities of Plant*SF. (Explanatory Document: R-2005-3-UFC.doc)

9. **CHAIR'S ANNOUNCEMENTS**

10. **INFORMATION**: New Business

11. **PUBLIC COMMENT**: Members of the public may address the Council on matters that are within the Council's jurisdiction and are not on today's agenda.

12. **ADJOURNMENT**

Public Comment

At this time, members of the public may address the Council on items of interest that are within the subject matter jurisdiction of the Council but are not on today's agenda. Public comment will be taken following each agendized item. Each member of the public may address the Council for up to three minutes, unless otherwise announced by the Chair. If it is demonstrated that the comments by the public will exceed 15 minutes, the Chair may continue Public Comment to another time during the meeting.

The Brown Act forbids the Council from taking action or discussing any item or issue not appearing on the posted agenda. This rule applies to issues raised in public comment as well. In response to public comment, not on an agendized item, the Council is limited to:

1. Briefly responding to statements made or questions posed by members of the public, or
2. Request staff to report back on a matter at a subsequent meeting, or
3. Directing staff to place the item or issue on a future agenda (Government Code Section 54954.2(a).)

Disability Access

The Urban Forest Council meetings will be held in Room 400 or 416, City Hall, 1 Dr. Carlton B. Goodlett Place, San Francisco, CA. The Council meeting room is wheelchair accessible. The closest accessible BART station is the Civic Center Station at United Nations Plaza and Market Street. Accessible MUNI lines serving this location are: #42 Downtown Loop, and #71 Haight/Noriega and the F Line to Market and Van Ness and the Metro Stations at Van Ness and Market and at Civic Center. For information about MUNI accessible services call (415) 923-6142. There is accessible curbside parking adjacent to City Hall on Grove Street and Van Ness Avenue and in the vicinity of the Veterans Building at 401 Van Ness Avenue adjacent to Davies Hall and the War Memorial Complex.

The following services are available on request 48 hours prior to the meeting; except for Monday meetings, for which the deadline shall be 4:00 p.m. of the last business day of the preceding week: For American sign language interpreters or the use of a reader during a meeting, a sound enhancement system, and/or alternative formats of the agenda and minutes, please contact Monica Fish at (415) 355-3709 to make arrangements for the accommodation. Late requests will be honored, if possible.

In order to assist the City's efforts to accommodate persons with severe allergies, environmental illnesses, multiple chemical sensitivity or related disabilities, attendees at public meetings are reminded that other attendees may be sensitive to various chemical based products. Please help the City accommodate these individuals. Individuals with chemical sensitivity or related disabilities should call the Mayor's Office on Disability accessibility hotline at (415) 554-6060.

Know your rights under the Sunshine Ordinance
(Chapter 67 of the San Francisco Administrative Code)

Government's duty is to serve the public, reaching its decisions in full view of the public. Commissions, boards, councils, and other agencies of the City and County exist to conduct the people's business. This ordinance assures that deliberations are conducted before the people and that City operations are open to the people's review. For more information on your rights under the Sunshine Ordinance or to report a violation of the ordinance, contact the Sunshine Ordinance Task Force, Frank Darby, Sunshine Task Force Administrator, City Hall, Room 409, 1 Dr. Carlton B. Goodlett Place, San Francisco, CA 94102-4683 at Phone No.: (415) 554-7724; Fax No.: (415) 554-7854; E-mail: sotf@sfgov.org. Copies of the Sunshine Ordinance can be obtained from the Clerk of the Sunshine Task Force, the San Francisco Public Library and on the City's website at www.sfgov.org.

The ringing of and use of cell phones, pagers and similar sound-producing electronic devices are prohibited at this meeting. Please be advised that the Chair may order the removal from the meeting room of any person(s) responsible for the ringing or use of a cell phone, pager, or other similar sound-producing electronic devices.

Lobbyist Registration and Reporting Requirements

Individuals and entities that influence or attempt to influence local legislative or administrative action may be required by the San Francisco Lobbyist Ordinance [SF Campaign & Governmental Conduct Code §2.100, et. seq] to register and report lobbying activity. For more information about the Lobbyist Ordinance, please contact the Ethics Commission at: 30 Van Ness Avenue, Suite 3900, San Francisco, CA 94102; telephone (415) 581-2300, fax (415) 581-2317; web site at www.sfgov.org/ethics.

Other Important Information

Copies of explanatory documents are available to the public at Department of Environment, 11 Grove Street, San Francisco, California between the hours of 9 a.m. and 5 p.m., or when possible, on the Department of Environment's webpage: **www.sfenvironment.com/**; or, upon request to the Council Secretary, at the above address or telephone number 415-355-3709, or via e-mail at **Monica.Fish@Sfgov.org** within three business days of a meeting.

When bringing handouts to meetings, please photocopy on both sides of the paper and try to use post-consumer recycled or tree-free paper. Also, please bring sufficient copies of handouts for both the Commission and the public.

Urban Forest Council
San Francisco Department of the Environment
City and County of San Francisco
11 Grove Street
San Francisco, CA 94102

Posted: September 6, 2005

SF Environment
Our home. Our city. Our planet.

GAVIN NEWSOM
Mayor

JARED BLUMENFELD
Director

MEETING DATE: September 9, 2005 **ITEM NO. 2**

URBAN FOREST COUNCIL

AGENDA PACKET CONTENTS LIST*

☒ July 22, 2005 Special Meeting Draft Minutes

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This list reflects the explanatory documents provided.

11 Grove Street, San Francisco, California 94102
www.sfenvironment.com
Telephone (415) 355-3709 Fax 554-6393 E-mail:

SF *Environment*
Our home. Our city. Our planet.

GAVIN NEWSOM
Mayor

JARED BLUMENFELD
Director

CITY AND COUNTY OF SAN FRANCISCO
DEPARTMENT OF THE ENVIRONMENT

URBAN FOREST COUNCIL
SPECIAL MEETING

DRAFT MINUTES

Friday, July 22, 2005, 10:00 A.M.

City Hall, Room 400
1 Dr. Carlton B. Goodlett Place
San Francisco, CA 94102

1. **Call to Order**: Acting Chair Milne called the meeting to order at 10:07 a.m.

2. **Roll Call**: Present: Council Members Blair, Boss, Cohen, Grisso (joined the meeting at Item 8), Griswold, Herman, Miller (arrived 10:12 a.m.), Milne, Quirke, Rodgers, Sacamano, Sullivan; Excused: Council Members Cornell, Costello, Fisher, Grisso and Rodgers.

3. **ACTION**: Adoption of minutes of the June 28, 2005 Urban Forest Council Special Meeting. Upon motion by Council Member Sullivan and second by Council Member Quirke, the Minutes of the June 28, 2005 meeting were unanimously adopted with no objection. No public comment was heard at this time.

4. **DISCUSSION AND ACTION**: Nomination and Election of Chair. If the Vice Chair position is vacated through this voting process, the Council will nominate and elect a new Vice Chair.

 Urban Forest Council Coordinator Harte reported that Council Member Sacamano who was elected Chair at the June 28 meeting resigned his position and therefore an election for a new Chair is in order. Member Sacamano thanked the Council for their vote of confidence in appointing him to Chair, but explained that being a representative of the Department of Public Works may not be in the Council's interest.

 Upon motion by Council Member Boss and second by Council Member Blair, Council Member Milne was nominated and elected to Chair by the following vote.

VOTE: Adopted (9-1; 5 Absent)

AYES: Council Members Blair, Boss, Cohen, Griswold, Herman, Miller, Milne, Quirke, and Sullivan

NOES: Council Member Sacamano

ABSENT: Council Members Cornell, Costello, Fisher, Habert/Grisso, and Rodgers

Upon Motion by Council Member Blair and second by Council Member Boss, Member Cohen was nominated for Vice Chair.

Upon Motion by Council Member Sullivan and second by Council Member Herman, Member Quirke was nominated for Vice Chair.

Members Cohen and Quirke provided a statement on their interest in serving as Vice-Chair.

VOTE For Member Cohen as Vice Chair (Not Adopted 7-3; 5 Absent)

AYES: Council Members Blair, Boss, Cohen, Griswold, Quirke, Miller, and Milne

NOES: Council Members Herman, Sacamano and Sullivan

ABSENT: Council Members Cornell, Costello, Fisher, Habert/Grisso, and Rodgers

VOTE FOR Member Quirke as Vice Chair (Not Adopted 6-4; 5 Absent)

AYES: Council Members Boss, Herman, Miller, Quirke, Sacamano, and Sullivan

NOES: Council Members Blair, Cohen, Griswold, and Milne

ABSENT: Council Members Cornell, Costello, Fisher, Habert/Grisso, and Rodgers

Coordinator Harte explained that the role of the Vice Chair takes on the role of Chair when the Chair is absent—there is no elevated status or level of authority. The election of Vice Chair has been continued to the next meeting of the Urban Forest Council.

5. **DISCUSSION AND ACTION:** Proposed Amendment to Urban Forest Council Bylaws Article VI – Meetings, Section 5: Meetings. The Council discussed and voted on one of five options to change its meeting schedule. Any change would begin August 2005. (Explanatory Documents: Urban Forest Council Bylaws as Adopted on December 10, 2003; Bylaws Change Notice and Resolution File No. R-2005-02-UFC Amend Bylaws)
The Council Secretary read the five options as noticed in the proposed Notice of Proposed Amendment to the Bylaws issued on July 7, 2005. The Council Members held a discussion about the proposed schedule options and the following schedule was adopted:

Upon Motion by Council Member Blair and second by Council Member Cohen, Option 1 was adopted: "Meetings shall be held monthly on the second Friday of January, March, May, July, September and December at 10:00 a.m. at City Hall, Room 400 and on the 4th Tuesday in February, April, June and October at 5:30 p.m. at City Hall, Room 416 beginning in August 2005. No regular meetings will be scheduled for August and November. This information shall be posted on the Department of Environment's website."

VOTE: Adopted (8-2; 5 Absent)

AYES: Council Members Blair, Boss, Cohen, Griswold, Miller, Milne, Quirke, and Sullivan

NOES: Council Members Herman and Sacamano

ABSENT: Council Members Cornell, Costello, Fisher, Habert/Grisso, and Rodgers

The Bylaws for the Urban Forest Council would be amended effective July 22, 2005 revising the meeting schedule.

6. **PRESENTATION:** Greening our Streets, Exploring Mini Urban Parks: Two Complementary Solutions. Jocelyn Cohen, Sidewalk Pocket Park Gardens and Jane Martin, Plant*SF. The Council heard about landscaping projects to install plants and trees, increase permeable surfaces and improve neighborhoods (Explanatory Document: Plant SF Flyer and Sidewalk Pocket Park Garden Presentation).
Sponsor: Alexis Harte
Presenter: Jocelyn Cohen, Jane Martin

Ms. Jocelyn Cohen presented highlights and goals for the sidewalk pocket park garden movement. Ms. Jane Martin, Plant*SF (Permeable Landscape As Neighborhood Treasure) discussed the mission of Plant*SF of combining two aspects of sustainability plus beautification, directing water into the ground instead of the sewer by replacing pavement with drought tolerant plants. The permeable landscape installation at the Shotwell Street Greenway was described.

The Council Members and Presenters held a discussion on the permit process, under-grounding and building issues, cost issues/grants, future goals for permeable landscape installations, and future interaction with City departments. A recommendation was made for the Urban Forest Council to endorse the project, and that it should be part of the work of the Council. Next steps may be to install ten models using different narratives with different neighborhoods and organizations having the Urban Forest Council as one of the umbrella organizations advocating the project.

A request was made for the Urban Forest Council to draft a Resolution in support of the project to be considered at a future meeting and to supply ideas for eligible grants.

Public comment from Mr. Joe Boss, Potrero Hill resident discussed the City Planning Departments process for planning in the eastern neighborhoods and the lack of

proponents for the urban forest at their meetings. Recommended that the Urban Forest Council ask the Planning Department to make a presentation on their plan at an Urban Forest Council meeting and engage them in ideas that include the Urban Forest.

Public comment from Ms. Liz Lerma, Director of Community Programs, Department of Public Works speaking in support of the concepts presented. Described a program they are working on called "Street Parks" whereby they work with neighborhood groups that want to adopt unaccepted streets and public rights of way and turn them into public open space gardens. Recommended taking out a master encroachment permit on multiple sites as a quick solution. Offered to meet with the presenters and offered technical assistance with grant applications.

Public comment from Ms. Celeste West--spoke in support of the project and how pocket parks would offer neighborhood protection. Recommended using different templates for public gardens.

Council Member Mike Grisso, Redevelopment Agency, would be representing the Redevelopment Agency while Member David Habert is on leave and joined the meeting at this time.

7. **PRESENTATION:** Enforcing Tree Related Municipal Codes. David Dockter, City of Palo Alto. The Council heard about effective policies and practices for tree preservation in other municipalities. (Explanatory Document: Creative Enforcement Strategies for Municipal Tree Ordinances Presentation)

 Sponsor: Alexis Harte
 Presenter: David Dockter

 Coordinator Harte introduced Mr. David Dockter, Department of Planning and Community Environment, City of Palo Alto who crafted several municipal tree preservation ordinances and was involved in several creative enforcement remedies to affect tree ordinance compliance. Mr. Dockter gave an overview of enforcing urban forest laws, goals policies and regulations and made a presentation on the following topics: California Law, City Law, Code Basics, Enforcement, City Owned and Private Owned Sites, Tree and Zoning Ordinances, and Site Schemes. Recommendations were given regarding language to the proposed Significant Tree Ordinance.

8. **DISCUSSION AND ACTION:** Significant Tree Ordinance: The Council discussed the proposed Significant Tree Ordinance and voted to pass a resolution endorsing the legislation with amendments. (Explanatory Documents: Significant Tree Ord Briefing 06.05v2; Proposed Significant Tree Ordinance: Public Works Code - significant trees, landmark trees, and penalties for violation (File 050689); R-2005-1-UFC Resolution; Memo: Urban Forestry Ordinance Revisions Recommendations and Notes on Significant Tree Resolution)

 Council Members discussed their viewpoints on the Significant Tree Ordinance. Member Cohen discussed her recommendations for the Significant Tree Ordinance and Urban Forest Council Resolution as noted in the explanatory document "Notes on Significant Tree Resolution." Chair Milne recommended substituting a final paragraph of the Urban Forest Council's Resolution as noted in the explanatory document "Urban Forestry Ordinance Revisions Recommendations."

Upon Motion by Council Member Sacamano and second by Council Member Boss, the Council adopted the following motion: To vote on the questions whether to (1) endorse the Landmark portions of the Ordinance adopting amendments as follows and (2) whether to endorse the significant tree portions of the Ordinance.

- Amend Page 2, line 16 to change the word "endorsement" to "recommendation."
- Amend with clerical amendments on Page 1, line 22, change "tress to trees"; Page 2, line 17, add "with" before the word "its".
- Add a Further Resolved, that all lines that state "any person seeking to have a tree designated as a landmark must pay all costs related to the Board of Supervisors hearing" be rescinded throughout the legislation.
- Amend Page 1, Lines 9–10 by deleting "are an uncommon species, are an unusually large size for the species."

Member Sullivan left the meeting at this time.

VOTE: Adopted (9-0) 5 Absent; 1 Abstain

AYES: Members Griswold, Quirke, Cohen, Miller, Milne, Blair, Boss, Herman, Sacamano

NOES: None

ABSENT: Cornell, Costello, Fisher, Rodgers, and Sullivan

ABSTAIN: Member Grisso. The Council unanimously adopted a Motion to allow Member Grisso to abstain from the vote.

Upon Motion by Council Member Sacamano and second by Council Member Cohen, the Council voted on whether to endorse with a "yes" or not endorse with a "no" for Ordinance Landmark Tree Sections 802, 803, 804, 806, 807, 809, 810 and 811.

VOTE: Endorsed Adopted (8-1) 5 Absent; 1 Abstain

AYES: Members Quirke, Cohen, Miller, Milne, Blair, Boss, Herman, Sacamano

NOES: Member Griswold

ABSENT: Cornell, Costello, Fisher, Rodgers, and Sullivan

ABSTAIN: Member Grisso. The Council unanimously adopted a Motion to allow Member Grisso to abstain from the vote.

Upon Motion by Council Member Sacamano and second by Council Member Blair, the Council voted on endorsing with a "yes" or not endorsing with a "no" Significant Tree Ordinance Section 810A as written.

VOTE: Not to Endorse Adopted (7-2) 5 Absent; 1 Abstain

AYES: Members Griswold and Miller

NOES: Members Blair, Boss, Cohen, Herman, Milne, Quirke, and Sacamano

ABSENT: Cornell, Costello, Fisher, Rodgers, and Sullivan

ABSTAIN: Member Grisso. The Council unanimously adopted a Motion to allow Member Grisso to abstain from the vote.

Upon Motion by Member Quirke and second by Member Miller the Council agreed to make a recommendation to Supervisor Daly to consider amendments to Section 810A with respect to Significant Trees and concerns about private property like the examples and amendments in the work done by the Urban Forest Council members and others.

VOTE: Adopted (9-0) 5 Absent; 1 Abstain

AYES: Members Griswold, Quirke, Boss, Cohen, Miller, Milne, Blair, Herman, and Sacamano

NOES: None

ABSENT: Cornell, Costello, Fisher, Rodgers, and Sullivan

ABSTAIN: Member Grisso. The Council unanimously adopted a Motion to allow Member Grisso to abstain from the vote.

Upon Motion by Member Boss and second by Member Herman, the Urban Forest Council Resolution File No. R-2005-3-UFC was adopted with an amendment to the last paragraph to incorporate amendments to the Significant Tree portion, Section 810A of the Ordinance as recommended by Members Cohen and Milne and in the work done by others.

Member Cohen's amendments:

- Combine one category to simplify the code, i.e. Landmark significant trees.
- Bring the intangible characteristics to a higher level making those items equal with tangible sizes
- Nomination of a tree on private property requires 3 parties if the property owner(s) are opposed to the nomination.
- The process requires nomination rather than automatic designation
- Make the size requirements greater
- Encourage language that leaves room for the requirements to broaden over time

Member Milne's amendments:

The concept is to have a public hearing process for designating "Significant Trees" with nomination and appeal. And it includes the idea that there are two tiers of trees worth preserving.

Substitute the final paragraph as follows: "Further Resolved, Landmark trees shall be determined as prescribed, considering the five factors that are listed under Sec. 810(A)(d). Significant Trees shall have a nomination process that goes before the Urban Forest Council which makes a recommendation to the Director of Public Works. (Appealable to the Board of Permit Appeals.) The criteria and characteristics for this determination shall be public benefit and public view trunk diameter, canopy and height.

VOTE: Adopted (9-0) 5 Absent; 1 Abstain

AYES: Members Griswold, Quirke, Boss, Cohen, Miller, Milne, Blair, Herman, and Sacamano

NOES: None

ABSENT: Cornell, Costello, Fisher, Rodgers, and Sullivan

ABSTAIN: Member Grisso. The Council unanimously adopted a Motion to allow Member Grisso to abstain from the vote.

9. **CHAIR's ANNOUNCEMENTS**: Terry Milne, Acting Chair, Urban Forest Council. Member Milne announced that he would be absent for the September Urban Forest Council meeting.

10. **INFORMATION: New Business**

The Council Secretary advised the new Council members that they are entitled to free parking at the Civic Center Garage at 355 McAllister Street during Council meetings. An email was sent to the Council Members explaining the parking procedures.

11. **PUBLIC COMMENT:** Members of the public may address the Council on matters that are within the Council's jurisdiction and are not on today's agenda. No public comment was given at this time.

12. **ADJOURNMENT**: The meeting adjourned at 1:35 p.m.

The next Regular Meeting of the Urban Forest Council is scheduled for Friday, September 9, 2005 at 10:00 a.m.

Copies of explanatory documents are available to the public at Department of the Environment, 11 Grove Street, San Francisco, California between the hours of 9 a.m. and 5 p.m., or when possible, on the Department of Environment's webpage: www.sfenvironment.com/; or, upon request to the Council Secretary, at the above address or telephone number 415-355-3709, or via e-mail at Monica.Fish@Sfgov.org.

Respectfully submitted by:

Monica Fish, Council Secretary

Adopted:

SF Environment
Our home. Our city. Our planet.

GAVIN NEWSOM
Mayor

JARED BLUMENFELD
Director

MEETING DATE: September 9, 2005 **ITEM NO. 6**

URBAN FOREST COUNCIL

AGENDA PACKET CONTENTS LIST*

☒ Urban Forest Council 2005 Annual Report

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*This list reflects the explanatory documents provided.

11 Grove Street, San Francisco, California 94102
www.sfenvironment.com
Telephone (415) 355-3709 Fax 554-6393 E-mail: SFUrbanForestCouncil@sfgov.org

SAN FRANCISCO URBAN FOREST COUNCIL
ANNUAL REPORT, SEPTEMBER 2005

Submitted to Mayor Gavin Newsom and the Board of Supervisors by the Department of the Environment, pursuant to San Francisco Administrative Code Article XXIII, Section 5.238

Executive Summary

This report of the Urban Forest Council provides the Mayor and Board of Supervisors with information on the state of San Francisco's urban forest. Included is information on street tree structure, street tree function and value, current management structure, and opportunities for improving our urban forest.

There are an estimated 99,451 street trees in San Francisco, providing roughly $7.5 million in total annual benefits to the community. While San Francisco is on par with the statewide street tree average, there are many opportunities to increase the resource extent. With approximately 127,000 tree-planting sites available, the City remains 56% unplanted. Of these sites, affluent neighborhoods had an average rate of 28% empty sites, while underserved neighborhoods typically see empty rates of up to 74 %. This inconsistent distribution of the urban forest is an important environmental justice issue; specifically, the street tree population appears to be least established in Districts 10 (Bayview/Hunters Point) and 11 (Excelsior and Outer Mission District).

Of the organizations that participated in the research for this report, most stated their number one challenge is lack of consistent funding. San Francisco's street tree program receives no funding through property taxes or any other consistent general fund source.

In the near future, the Urban Forest Council will present an Urban Forest Management Plan that builds on information in this report. The Urban Forest Plan will be the standard reference document that defines policies and procedures for urban forestry management in San Francisco. The Plan will serve many users: city departments, non-profits and other entities that manage San Francisco's trees, as well as the general public.

SAN FRANCISCO URBAN FOREST COUNCIL
ANNUAL REPORT, SEPTEMBER 2005

Submitted to Mayor Gavin Newsom and the Board of Supervisors by the Department of the Environment, pursuant to San Francisco Administrative Code Article XXIII, Section 5.238

> ***San Francisco faces numerous challenges in regard to its urban forest: declining street tree population, establishing young trees, historic underfunding. Immediate action is necessary to expand and strengthen the urban canopy so that it can provide optimal environmental, economic, and social benefits to all San Franciscans.***
>
> ***The current street tree resource of San Francisco is indeed a valuable asset, providing approximately $7.5 million ($77/tree) in total annual benefits to the community such as greenhouse gas reduction, storm water management, and property enhancement.***

San Francisco's urban forest has many challenges. Historically the management of trees, including raising funds for tree programs, has been split among various city, state, and federal agencies, non-profit groups, and private property owners. The result has been an inconsistent tree care system and the absence of any comprehensive planning for a sustainable urban ecosystem.

A lack of coordination and funding among urban forestry groups has resulted in limited public involvement with trees and enforcement of existing laws. Consequently, the benefits of the urban forest are not apparent to all our citizens, and we have not launched a comprehensive plan to care for and increase tree canopy cover.

In response, the San Francisco Board of Supervisors passed the Urban Forest Council Ordinance in 2001. The Ordinance calls for the creation of a 15-member Urban Forest Council whose members represent the full range of stakeholders including city agencies, non-profit organizations, and the business community. The Council's scope of authority is completely advisory and educational in nature, and its purpose is to guide the stewardship of San Francisco's trees by promoting a healthy and sustainable urban forest that benefits all San Franciscans while ensuring public health and safety.

As outlined in the Urban Forest Council Ordinance, the Council works to:

- Develop and adopt a comprehensive urban forest plan;
- Educate the public on urban forest issues;
- Develop and adopt tree care standards;
- Identify funding and staffing needs and opportunities for urban forest programs;
- Report on the state of the urban forest;
- Help secure and encourage commitment of adequate resources for tree programs; and
- Facilitate coordination among agencies with tree management responsibilities.

The Council has commissioned two urban forest inventories in San Francisco: The Urban Forest Effects Model (UFORE) and the Street Tree Analysis. The UFORE report (2005) surveyed and analyzed the tree population on various land types (e.g. residential, parks, open space, street) across San Francisco while the Street Tree Analysis (2003) focused on city street trees. As a result, there is data on tree population, age distribution, tree species, tree condition and associated benefits for the entire city.

In addition to understanding the physical aspects of the urban forest, the Council wanted more information regarding public perception and understanding. Thus, the Council commissioned a social survey of 1100 city residents to gain perspective on public opinion in regard to urban trees. The survey found that a majority of residents are satisfied with the condition of open space and street trees, and they also support dedicated and stable funding for urban trees.

Now the Urban Forest Council has a solid understanding of the composition of the urban forest, public attitudes, and complementary roles of city agencies and community organizations in planting and maintaining the urban forest. The Planning Committee of the Council is applying this information to the Comprehensive Urban Forest Management Plan. The Planning Committee is reviewing a second draft of the plan and we anticipate a completion date of winter 2005. While the Comprehensive Management Plan will be *prescriptive* in nature, the 2005 Annual Report is intended to *describe* the current state of urban forest management in San Francisco and is divided into the following four sections:

I. a. Total Tree Structure
b. Total Tree Function and Value
How many trees do we have? How are they distributed? How healthy are they? What are the benefits associated with these trees and how much are they worth?

II. a. Street Tree Structure
b. Street Tree Function and Value
How many street trees do we have? How healthy are they?
What are the benefits associated with these trees and how much are they worth?

III. Urban Forestry Management
Which agencies have jurisdiction over which portion of the resource and how well is the resource managed?

IV. Urban Forest Policies
What initiatives has the Council worked on?

The research used in this report is taken from the Assessing Urban Forest Effects and Values: San Francisco's Urban Forest, USDA Forest Service Northeastern Research Station (2005) and City of San Francisco Street Tree Analysis, Center for Urban Forest Research USDA Forest Service Pacific Southwest Research (2003). (A complete copy of the City of San Francisco Street Tree Analysis study is available at http://cufr.ucdavis.edu/products/cufr427_SF%20STA%20Final.pdf) Additional information comes from the David Binder Research San Francisco Voter Survey (2005) and UFC Member Michael J. Sullivan's Survey of San Francisco Tree Health (2004). Michael J. Sullivan is also a Friends of the Urban Forest Board member. Moreover, the Urban Forest Council conducted a 2004 organizational survey of San Francisco's tree-related agencies.

I. a. Total Tree Structure: What do we have?

1. Numbers, Diversity, Age, Health

The first comprehensive survey of San Francisco's urban forest includes trees in street right-of-ways, backyards, parklands, and other open space. The Urban Forest Effects Model (UFORE) analyzed field data collected throughout San Francisco to provide an overview of the urban forest. The subsequent data analysis describes the economic, ecological and social benefits of trees. The report includes information on canopy cover, tree species, tree size, available planting spots, and economic values for ecosystem services.

As a result of the UFORE study, we have basic information about the tree resource in San Francisco.

- San Francisco has 668,000 total trees (both public and private).
- The tree canopy cover is 12%.
- 51% of trees are less than 3 inches in diameter at breast height (DBH).
- The most common tree species are blue gum (*Eucalyptus globulus*), Monterey pine (*Pinus radiata*), Monterey cypress (*Cupressus macrocarpa*), karo (*Pittosporum crassifolium*) and Chinese privet (*Ligustrum sinense*).

The UFORE model indicates that San Francisco has a large number of small and young trees. In order for these young trees to reach a mature size with good health and structure, they will need consistent care. As well, we need these small trees to replace large aging trees that are declining. Many cities encounter this scenario, which requires long-term planning and sustainable funding.

In 2004, city agencies and nonprofit organizations planted 5045 trees. There were 2392 street trees planted and 2653 open or public space trees planted. For a complete list of participating agencies and trees planted, please see Appendix I.

Another aspect of the UFORE report is biodiversity. The data collection for UFORE included 104 tree species. In fact, San Francisco has 115 known tree species, which was previously measured by a USDA Forest Service street tree study. The top ten most common species comprise 57% of the total tree population. Increasing the population distribution over more tree species would result in a more resilient urban forest. In the event of pest or disease outbreak that targets a certain tree species, the presence of many unaffected tree species would allow the forest to persist and recover.

Based on the existing tree distribution, the UFORE report identified two potential pest problems: Asian longhorned beetle (*Anoplophora glabripennis*) and gypsy moth (*Lymantria dispar*). The Asian longhorned beetle is a recent invasive insect that is found in hardwood trees. Chicago, New York and Toronto have dealt with the beetle by removing thousands of these trees and restricting the species for new plantings. The gypsy moth is an established pest in the eastern United States. A robust and diverse urban forest is the best defense against these insects. A diverse forest also contributes to wildlife habitat and resident satisfaction.

I. b. Total Tree Function and Value: What are the benefits?

The UFORE model generates economic values for natural services and functions provided by trees. For instance, trees offset some of the problems associated with climate change. Trees filter air pollutants such as ozone (O_3), particulate matter, sulfur dioxide (SO_2), nitrogen dioxide (NO_2) and carbon monoxide (CO). The annual filtration of air pollutants in San Francisco is valued at $1.3 million. Another important benefit that UFORE measures is carbon sequestration and storage. San Francisco trees sequester 5100 tons of carbon each year, which is valued at $94,000. The total carbon storage in San Francisco is valued at $3.6 million.

The UFORE report states, "Large healthy long-lived trees are best for improving air quality." This holds true for other benefits that trees provide such as ultraviolet radiation reduction, building energy use reduction, air temperature reduction, stormwater filtration, and wildlife habitat.

There are many additional benefits of urban forests that UFORE does not measure. Trees provide wildlife habitat for birds, mammals, insects and invertebrates. Wildlife habitat in San Francisco can be linked to open space across North and South America, which is crucial for migratory birds considering the amount of deforestation and habitat destruction.

As well, humans benefit from the presence of trees. Numerous studies have found that trees enhance social and community well being. The presence of trees in an area encourages more outdoor activity and interaction among residents.[1] In fact, neighborhoods and buildings with greener surroundings report fewer property and violent crimes.[2] In addition, trees provide human health benefits. Urban trees play a role in blocking UV radiation, and thus reduce human exposure and skin cancer risk.[3] In terms of psychological benefits, children with Attention Deficit Disorder (ADD) express fewer symptoms and function better than usual after exposure to green play areas that include trees and vegetation.[4]

In addition to enhancing health, trees have a positive economic influence since consumers value their presence. A study found that consumers assign high ratings for amenities, customer service, product quality and aesthetics to businesses with landscaping and trees. As a result, they are willing to travel farther and spend more time and money in such areas.[5] Furthermore, trees are associated with higher property

[1] Kuo, Frances. 1997. Trees, Aggression and Urban Violence. City Trees: The Journal of the Society of Municipal Arborists, Volume 33, Number 6.

[2] Kuo, Frances E, Sullivan, William C. 2001. Environment and crime in the inner city: does vegetation reduce crime? *Environment and Behavior*, (33) 3: 343-367.

[3] Society of American Foresters. 2002. Tree cover may be the newest weapon against skin cancer. *The Forestry Source.*

[4] Taylor, Andrea Faber, Kuo, Frances E., Sullivan William C. 2001. Coping with ADD: the surprising connection to green play settings. *Environment and Behavior*, (33) 1: 54-77.

[5] Wolf, Katherine L. 1998. Trees in business districts: positive effects on consumer behavior! *Human Dimensions of the Urban Forest Fact Sheet #5.* Center for Urban Horticulture, University of Washington.

values; the presence of trees results in a 3.5 to 6 percent price increase.[6] All these tree-related benefits contribute to a stronger community.

An inventory of the existing urban forest is the first step in long-term planning and management. The UFORE report reinforces the importance of consistent tree care in order for young trees to reach maturity and provide more benefits.

Through a partnership with the USDA Forest Service Northeast Research Station, the UFORE study was completed at a nominal cost to the City. The Department of the Environment provided eight intern stipends at a cost 0f $8000 and in-kind support through the Urban Forest Coordinator.

II. A. Street Tree Structure: *What do we have?*

1. Numbers, Diversity, Age

Total Numbers
For 2004-2005, the Urban Forest Council did not have the resources to reinventory street trees. However, we have estimated the current street tree population using tree mortality rates and the number of newly planted trees. Friends of the Urban Forest has planted and managed approximately 35,000 street trees in San Francisco. We applied an average 3% mortality rate per year[7]. The UFORE report also suggested a mortality range of 3-7%. For the 18,234 trees managed by Department of Public Works, we applied a 5% annual mortality rate for trees within the first 5 years of planting. Trees that survive past their fifth year of planting drop to a lower annual mortality rate of 1.5%.[8] Finally, we considered new tree plantings where data was available. For a complete listing of agencies and number of trees planted in 2004, please see Appendix I.

There are an estimated 99, 451 (±9,677) street trees in San Francisco. Publicly managed trees account for 19.3% (19,191±2,779) of the total, while privately cared for trees comprise the remaining 80.7% (81,179 ±9,634).

While San Francisco is on par with the statewide average of 104 trees per street mile, there are many opportunities to increase the resource extent. Approximately 127,500 sites, or 56% of all street tree planting sites, are unused. It is important to note that the 2392 street trees planted through DPW, FUF and Capital Improvement projects fall short of Mayor Newsom's annual goal of 5000 new street trees. Furthermore, this number is below the first year target of the UFC Street Tree Action Plan.

Species Diversity
Citywide, the resource represented 115 different tree species—indeed a healthy diversity. However, several districts were dominated by few species and lack of diversity in certain areas should be of concern to managers. Having the most numbers, leaf area,

[6] Wolf, Katherine L. 2001. Tree investment brings cities many happy returns. *Environmental Outlook.*
[7] The mortality rate is derived from Survey of San Francisco Trees by Michael J. Sullivan
[8] The DPW Bureau of Urban Forestry provided mortality rates for DPW street trees.

and canopy cover, Victorian box and London plane are the two most common important street trees in San Francisco.

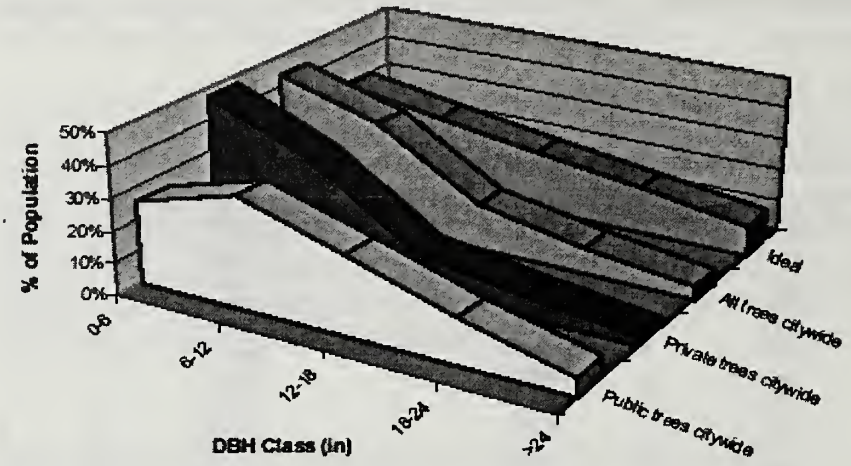
San Francisco's most common street trees and percentage contribution to canopy cover

Species	# of trees	% of Tot.	Leaf area (m2)	% of Tot.	Canopy cover (m2)	% of Tot.	IV
Victorian box	8,500	11	692,348	10	204,858	10	10
London plane tree	6,514	8	880,537	13	441,686	21	14
Indian laurel, ficus	6,042	8	409,118	6	151,812	7	7
New Zealand Christmas tree	4,873	6	347,836	5	100,885	5	5
cherry plum	4,537	6	158,821	2	35,315	2	3
red-flowering gum	3,508	5	493,348	7	146,895	7	6
blackwood acacia	3,429	4	683,484	10	166,490	8	7
Japanese flowering cherry	3,413	4	166,627	2	34,243	2	3
Brisbane box	3,366	4	283,545	4	70,272	3	4
mayten tree	2,890	4	147,173	2	41,783	2	3
small-leaf tristania	2,852	4	70,630	1	24,013	1	2
Arbutus 'Marina'	2,731	4	21,789	0	8,875	0	1
lemon bottlebrush	2,157	3	81,273	1	26,907	1	2
evergreen pear	2,151	3	82,553	1	38,707	2	2
maiden hair tree	2,140	3	25,066	0	7,222	0	1
Chinese elm	2,040	3	661,778	10	135,051	6	6
Monterey pine	2,035	3	570,766	8	172,794	8	6
myoporum	1,992	3	194,189	3	61,569	3	3
southern magnolia	1,914	2	61,908	1	24,367	1	2
Australian peppermint willow	1,645	2	95,798	1	27,751	1	2
cajeput tree	1,549	2	33,582	0	7,742	0	1
olive	1,423	2	89,557	1	24,138	1	1
Indian hawthorn	1,415	2	4,986	0	2,552	0	1
Monterey cypress	1,292	2	317,522	5	117,388	6	4
glossy privet	1,258	2	57,764	1	21,793	1	1
karo	1,206	2	121,241	2	37,825	2	2
Total	76,872	100	6,753,238	100	2,132,934	100	100

Source: Maco et al., 2003

Age Distribution

Age distribution varies by district, but citywide the street tree population is immature, lacking adequate numbers of functionally mature trees. The following chart shows the breakdown of San Francisco's tree age (as DBH or trunk diameter at breast height) vs. an idealized age breakdown.



Source: Maco et al., 2003

2. Street Tree Distribution: *An important environmental justice issue*

Street trees—and their associated benefits—are not distributed evenly among residents. Of the approximately 127,500 potential planting sites in the City, affluent neighborhoods had an average rate of 28% empty sites, while underserved neighborhoods typically see empty rates of up to 74 %. This inconsistent distribution of the urban forest is an important environmental justice issue; specifically, the street tree population appears to be least established in Districts 10 and 11.

The following chart offers an overview of resident and street tree populations in The City. Although this chart identifies District 3 (North Beach) as the district with the fewest street trees, it is the physically smallest district. The more important point is that District 11 (OMI/Excelsior) has the largest resident population and ranks 7th in the street tree population; thus it should be a first priority for action.

Human Population vs. Street Tree Population

District	Name	#People* (% of pop.)	Pop. rank	#ST (%ST pop.)	ST rank	People/Tree	Priority
1	Richmond	69978 (9.01)	9	6988 (7.1)	9	10.01	4
2	Marina	67272 (8.66)	11	10624 (10.8)	3	6.33	9
3	N.Beach	70150 (9.03)	7	3623 (3.7)	10	19.36	1
4	Sunset	70672 (9.1)	5	7115 (7.2)	8	9.93	3
5	W.Addition	71217 (9.17)	3	8841 (9)	6	8.06	5
6	SOMA	70197 (9.04)	6	9496 (9.6)	5	7.39	7
7	Merced	68877 (8.87)	10	11457 (11.6)	2	6.01	10
8	Castro/Noe	70029 (9.02)	8	13140 (13.3)	1	5.33	11
9	Miss/Bernal	71061 (9.15)	4	10546 (10.7)	4	6.74	8
10 total		73209 (9.43)	2	9491 (9.6)	5	7.71	6
10(a)	Potrero Hill			3827 (3.9)			
10(b)	BVHP			5664 (5.7)			
11	Excels/OMI	74121 (9.54)	1	7214 (7.3)	7	10.27	2

Total	776783 (100)	108026 (100)		7

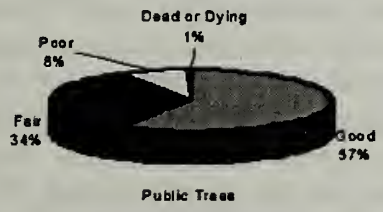
*http://sfgov.org/site/uploadedfiles/redistricting/download/sfproposal/sf_stats_new_districts_41502.xls (2000 data)

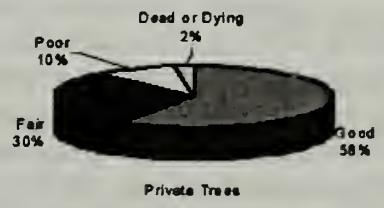
KEY	
#People	Number of people living in that district
(% of pop.)	Percentage of City's total human population
Pop rank	Population rank (1 being largest)
# ST	Number of street trees growing in that district
(%ST pop.)	Percentage of City's total street tree population
ST rank	Street tree ranking (1 being district with the largest street tree population)
People/Tree	Amount of people for every one tree
Priority	This is the action priority (1 being district that is in the worst situation and in greatest need of city attention)

3. Street Tree Health

Two studies were examined to determine the health of San Francisco's street trees. Michael J. Sullivan conducted a series of studies on tree health and survival rates. Sullivan examined trees planted through San Francisco's Friends of the Urban Forest (FUF). The survey covered a total of 3,856 trees planted in 1987, 1988, 1990 and 1991 (these trees were surveyed 10 years after the planting date) and 1992, 1993, 1995 and 1996 (surveyed five years after the planting date). Accordingly, the survey was done over a four-year period in 1997, 1998, 2000 and 2001. The survey showed that 1,718 out of a total of 1,987 trees planted in 1992-1996 had survived as of **5 years** after their planting date--**a survival rate of 86.4%**. Out of the 1,869 **10 year**-old trees from 1987-1991, a total of 1,269 had survived – **a survival rate of 67.9%**. It is encouraging that over two-thirds of the trees planted through FUF are still alive after 10 years (Sullivan, 2004).

The 2003 CUFR (Center for Urban Forestry Research) street report considered tree health on both public (DPW) and private (FUF/property owner) maintained trees. Survey techniques and health indicators differed somewhat from the Sullivan study, so the two data sets are not compared here. However, results of the CUFR report do suggest a significant difference in the health of public vs. privately maintained trees.





Source: Maco et al., 2003

This chart indicates the condition of public and private street tree population by district (%).

	Public Trees				Private Trees			
Zone	Good	Fair	Poor	Dead or Dying	Good	Fair	Poor	Dead or Dying
1	47	45	9	0	42	50	6	2
2	69	24	7	0	76	16	7	1
3	59	31	6	3	27	42	31	0
4	-	-	-	-	54	39	4	3
5	54	35	9	2	61	31	6	1
6	50	50	0	0	85	12	3	0
7	64	32	4	0	67	25	4	3
8	36	57	7	0	50	38	10	1
9	61	25	14	0	50	28	19	3
10a	22	61	17	0	61	30	7	3
10b	0	43	57	0	25	44	24	7
11	76	23	0	1	72	22	5	1

Source: Maco et al., 2003

II. b. *Street Tree Function and Value: What are San Francisco's street trees "worth"?*

We recognize the many ways trees benefit the aesthetics of the community and the impact on the mental and emotional states of San Francisco residents. However, in this section, we choose to focus on the benefits in energy savings, air quality improvements, storm water containment, and property value increase.

Benefit	Public			Private			All		
	Total ($)	$/capita	$/tree	Total ($)	$/capita	$/tree	Total ($)	$/capita	$/tree
Energy	23,749	0.03	1.30	61,993	0.08	0.77	85,742	0.11	0.87
CO_2	10,218	0.01	0.56	27,689	0.04	0.34	37,907	0.05	0.38
Air Quality	17,740	0.02	0.97	24,978	0.03	0.31	42,718	0.05	0.43
Stormwater	117,415	0.15	6.44	349,139	0.45	4.35	466,554	0.60	4.73
Property Increase	1,802,240	2.32	98.84	5,106,898	6.57	63.60	6,909,138	8.90	70.12
Total benefits	1,971,362	2.58	107.62	5,570,697	7.29	69.11	7,542,059	9.87	76.54
Total costs	4,777,190	6.25	261.99	2,704,276	3.54	33.68	7,481,466	9.79	75.93
Net benefits	- 2,805,828	- 3.67	- 154.38	2,866,421	3.75	35.43	60,593	0.08	0.61
Benefit-cost ratio	0.41	0.41	0.41	2.06	2.06	2.05	1.01	1.01	1.01

Source: Maco et al., 2003

1. Energy Savings

Because of San Francisco's moderate summer weather, potential energy savings from trees are lower than those that would be found in warmer inland locations. Electricity and natural gas saved annually from both shading and climate effects total 651 MWh and 1,646 Mbtu, respectively, for a total retail savings of $ 85,742 ($0.87/tree).

2. Greenhouse Gas Sequestration

Citywide, public trees sequestered 611 tons of the greenhouse gas carbon dioxide. The same trees offset an additional 71 tons through reductions in energy plant emissions.

Private trees have an annual net sequestration rate of approximately 1,660 tons and reduced emissions by another 186 tons. The combination of these savings is valued at $37,907 ($0.38/tree) annually.

3. Air Pollutant Uptake
Annual air pollutant uptake by tree foliage (pollutant deposition and particulate interception) was 12.5 tons combined. The total value of this benefit for all street trees is $189,375, or about $1.92/tree.

Because of the relatively small avoided hydrocarbon emissions benefit at power plants due to energy savings, and the fact that many species have high biogenic volatile organic compound (BVOC) emission rates, trees had a negative net impact on avoided pollutant emissions—causing more harm than good. The net *cost* of avoided and BVOC emissions was valued at approximately $135,000, or $1.37/tree.

4. Storm Water Abatement
The ability of San Francisco's street trees to intercept rain—thereby avoiding storm water runoff—is substantial, estimated at 13,270,050 ft^3 annually. The total value of this benefit to the city is $467,000. These values ranged by district and population subset. Citywide, the average street tree intercepted 1006 gallons, valued at $4.73, annually. Thus, street trees were found to provide a particularly important function in maintaining environmental quality of San Francisco's important water resources.

5. Property Value Increase
The estimated total annual benefit associated with property value increases and other less tangible benefits is approximately $6.9 million, or $70/tree on average. London plane ($146/tree), blackwood acacia ($110/tree), and Chinese elm ($361/tree) are on the high end, while New Zealand Christmas tree ($40/tree), evergreen pear ($23/tree), and maidenhair tree ($23/tree) average the least benefits.

Overall, annual benefits are determined largely by tree size, where large-stature trees typically produce greater benefits. For example, average small (lemon bottlebrush), medium (New Zealand Christmas tree), and large (blackwood acacia) broadleaf evergreen trees produce annual benefits totaling $16, $44, and $125 per tree, respectively.

6. Cost to Benefit
The street tree resource of San Francisco is a valuable asset, providing approximately $7.5 million ($77/tree) in total annual benefits to the community. However, approximately the same amount is spent on its upkeep (see below). With a Benefit-Cost Ratio (BCR) of 1.01, managers are faced with a fragile resource that requires strategic care to increase the BCR as the resource matures.

III. Urban Forestry Management and Funding:
Opportunities and Challenges

Currently, street trees in San Francisco are comprised of two distinct populations, those managed by The City's Department of Public Works (DPW) and those managed by

private property owners with or without the help of San Francisco's urban forestry non-profit, Friends of the Urban Forest (FUF). The trees in San Francisco's open spaces are managed in part by several other agencies, including Recreation and Parks Department, Golden Gate National Recreation Area, The Port of San Francisco, San Francisco Municipal Railway (MUNI), City College of San Francisco (CCSF), University of California (UCSF), and others.

Department of Public Works, Bureau of Urban Forestry
Total urban forest budget: $8,481,000

The Bureau of Urban Forestry regulates five areas related to urban forestry: tree maintenance and planting; landscape maintenance and installation; inspection, permitting and education; community right-of-way gardening; and sidewalk repair.

Tree maintenance and planting
In 2004, DPW directly planted 359 trees and contracted the planting of 1114 trees. About 30,000 street tree locations are maintained and planted by DPW Arborists, Laborers, and Environmental Service Workers. Maintenance includes pruning and removal. Planting includes weekly watering, weeding and adjusting stakes to ensure survival until trees are established. Tree crews also provide services to other agencies through interdepartmental work orders.

Landscape maintenance and installation
There are over 200 acres of landscaped medians, other rights-of-way locations, and civic plazas that are maintained by crews of Gardeners, Laborers and Environmental Service Workers. Maintenance includes trash pickup, weeding, hedging and pruning, and irrigation as needed. Landscape installation includes planting, installation of irrigation systems, weed fabric and mulch. Landscape crews also provide services to other agencies through interdepartmental work orders.

Inspection, permitting and education
DPW is responsible for processing all permits for street tree planting and removal, as well as inspection for tree maintenance and sidewalk repair needs. The Urban Forester and Arborists inspect locations, update and track databases for tree work and permits, distribute educational materials, and attend community meetings to better inform the public and decision makers regarding street tree maintenance and planting.

Community right-of-way gardening
There are many locations where the street right-of-way has not been improved, typically on hillsides, and neighboring residents plant and tend community gardens. DPW supports these gardens through technical assistance and providing resources such as a water source and wood chips.

Sidewalk repair
DPW crews of Cement Masons, and Laborers repair sidewalks lifted by tree roots of DPW-maintained street trees. Cement crews also provide services to other agencies through interdepartmental work orders.

DPW is required to implement and enforce multiple municipal, state and federal codes.

- Article 16 of the Public Works Code, which includes permitting for street tree planting and removal, and enforcing fines for tree damage and unauthorized removals.
- California State Title 24 and the American with Disabilities Act (ADA) requirements regarding pedestrian accessibility of sidewalks in regard to street trees and tree related sidewalk damage.
- Planning Code Section 143 requiring a street tree for every 20 feet of sidewalk in certain land use and permit situations.
- DPW Order 169,946 and ISCOTT guidelines for street tree placement and maintenance.

Funding

The DPW urban forestry budget comes from a variety of sources including sales tax, interdepartmental work orders, California gas tax, and the Transportation Development Act (TDA).

Tree maintenance, permitting and inspection

$635,000	Sales tax
$565,000	Interdepartmental work orders
$1.7 million	State gas tax

Tree planting budget

$588,000	Sales tax

Landscape maintenance

$942,000	Interdepartmental work orders
$3.3 million	State gas tax

Sidewalk repair

$636,000	Sales tax
$115,000	TDA

Challenges

The main challenge is reliable and adequate funding for maintenance of street trees and landscaped medians. Currently, the tree crews are able to respond to emergencies and requests. On average, trees are visited once every 7 years, but the Street Action Plan by the Urban Forest Council states that each tree needs maintenance every 3 years. In order to implement a regular maintenance routine that would maximize tree health and longevity, improve the appearance of trees, minimize conflicts with infrastructure and public hazards, the tree crew would have to be doubled in size to about 36 crews.

Landscape maintenance is equally understaffed and many areas are not weeded or mowed on a regular basis. To provide adequate landscape maintenance for medians and interdepartmental clients, the gardening crew would have to increase from 27 to 44 Gardeners.

There is about a 5-year backlog of sidewalk repair around DPW-maintained street trees that would require another $5 million to complete. In addition, the current level of annual funding for street tree related sidewalk repair is insufficient; the existing funding needs to be doubled to $1 million. Finally, recent decisions by the City Attorney's Office have made street trees and sidewalks adjacent to SFUSD, CalTrans, and other State and Federal properties the responsibility of DPW, thus greatly increasing the demands on tree and sidewalk repair crews.

Friends of the Urban Forest (FUF)

Total organizational budget: $1,098,543

Friends of the Urban Forest is a nonprofit volunteer-oriented organization that coordinates neighborhood plantings, provides young tree maintenance and various training and education programs. In the last year, Friends of the Urban Forest planted 1041 trees and tended to 4000 trees in the public right-of-way. Property owners throughout the city are responsible for maintaining 80,000 trees, and FUF offers technical support and advice to help them. The DPW Bureau of Urban Forestry funds FUF street tree planting and tending programs.

The organization fulfilled its goal of planting 1000 new trees in 2005. In addition to their planting goals, they have other annual responsibilities in relation to the urban forest. FUF is committed to complete the following:

- 1,300 two-month maintenance visits
- 1,200 eight-month maintenance visits
- 1,500 three-year maintenance visits
- 2,100 emergency tree calls
- 6,000 tree care reminders (postcard mailings)
- 47 educational seminars (includes pre-planting community meetings)
- 6-8 pruning workshops (open to public)
- 1,500 advice line phone calls
- 31 tree care establishment leaders trained (for community plantings)
- 36 members of Youth Tree Care Program (education, training, employment)
- 4 tree tours for the public

Funding

The annual budget of Friends of the Urban Forest is $1,098,543 and the organization obtains funding from diverse sources. The Department of Public Works provides $309,000 for street tree programs and the Department of the Environment contributes $15,000 for underground advertising. The State of California Proposition 21 yields $29,863. Foundation grants to FUF are $29,863 and private donations are $59,715.

Management Challenges

The Friends of the Urban Forest would like to raise funds in order to bring the price of a tree down to $75.00, which would enable expansion of the program into lower-income areas (see **I.A.2. Street Tree Distribution: An important environmental justice issue**). With the continued loss of municipal funding, the organization has been forced to raise the cost to $150.00 per tree. Additional funding would also allow for increased

tree maintenance efforts.

FUF strives to impart an understanding on the part of the city leaders of the numerous city-wide benefits of the urban forest, an understanding of the urban forest as green infrastructure, and a commitment to an acceptable level of secure, long-term municipal funding for street tree planting and maintenance.

Golden Gate National Recreation Area (GGNRA) is managed by the National Park Service. This area encompasses Fort Mason, Presidio Area A (coastal), Land's End, Sutro Heights Park and Fort Funston. Golden Gate National Recreation Area conducts tree pruning and removal if necessary. As a federal agency, GGNRA is required to complete project planning under NEPA, the National Environmental Policy Act.

Funding
Golden Gate National Recreation Area has a $100,000 budget for urban forest management in San Francisco. The agency receives federal funding through the Federal Fee Demonstration program and other deferred maintenance project funds. Additional funding comes from private donations and GGNRA is investigating foundation grants.

Challenges
There is often insufficient funding to implement forestry management plans.

Laguna Honda Hospital (LHH) is located at the approximate geographic center of San Francisco on 62 acres. The 1200 bed hospital has provided long-term care for over 135 years and is surrounded by aesthetically appealing mature vegetation. At present, the vegetation at LHH is comprised of eucalyptus forest, grasslands, manicured lawns and horticultural plantings. The hospital campus offers safe and beautiful trails to staff and the public, which are accessible by mass transit and private vehicles. The hospital is required to issue Environmental Impact Reports.

Funding
The City provides one FTE gardener for Laguna Honda Hospital. The Recreation and Park Department provides $10,000 of tree pruning. Lastly, for planting and sidewalk repair, LHH receives about $4,000 annually from the City.

Challenges
The greatest need is manpower and funding to maintain existing trees and improve open space. Mature trees, particularly the large eucalyptus tree groves, are approaching the end of their average life spans. Basic forest management, such as selective thinning and hazardous tree removal would enhance and protect the existing forest and wildlife communities, as well as the recreational experience on the site. In addition, there are many ecological restoration possibilities for the woodland, grassland and creek areas. Historically, this area (Florida Valley) supported a creek and riparian habitat. Possible projects range from small and inexpensive to large and costly. Finally, trail improvements could include linkages between disconnected trails, additional landscaping, signs and/or paved surfaces.

The Port of San Francisco
Total organizational budget: $51,700,000
Total urban forestry budget: $156,320

The Port of San Francisco is responsible for managing 7.5 miles of the San Francisco shoreline stretching from Hyde Street Pier in the north to India Basin in the south. The Port's responsibilities include promoting maritime commerce, navigation, fisheries, restoring the environment and providing public recreation. Within the Port's management framework, the Maintenance Department is responsible for the care of all street and park trees within the Port's jurisdiction.

The Port adheres to the following policies

1) City and County of San Francisco, Department of the Environment - Integrated Pest Management Program (Legislation Chapter 39, Section 39.6)
2) Bay Conservation Development Commission Guidelines – Objective number 3
3) Department of Public Works Bureau of Urban Forestry – Tree planting and removal Policies 169 and 946.

Please note: Bay Conservation Development Commission Regulation Number 3 mandates that large trees (over 20 ft tall) cannot obstruct the view of park waterfront.

The Port has two gardeners and one gardener is participating in the Friends of Urban Forestry (FUF) training and pre-examination education program leading to an Arborist license. The Port has the following licensing and certification available through Port Gardeners: Arborist (1) and Qualified Applicators Certificate (2).

Currently the gardeners maintain 718 trees, which include 300 recently planted *Heteromeles arbutifolia* in the Herons Head Park wetlands restoration project at the South East Community. Maintenance actions include pruning, watering, amending, irrigation, pest control and planting. The Port is also involved with a state funded San Francisco State University project called the Pond Project at our Warm Water Cove Park located at the foot of 24th Street. The Port is monitoring this project, which includes the planting of two cloned Black Walnut trees.

Funding
The total urban forestry budget is $156,320, which comes from several sources. Port of San Francisco Maintenance Department Budget is $97,860 and the Port of San Francisco Planning Department Budget is $12,000. The Port has a grant agreement with San Francisco Conservation Corps (SFCC) that contributes $40,000. Finally, the San Francisco Redevelopment Agency provides $6,460 for Rincon Park.

Challenges
Port of San Francisco trees and vegetation face severe health challenges. Considering the harsh environment, especially along the south waterfront, most trees planted cannot survive the winds, sea salt, pollution, lack of irrigation, and vandalism.
The Port would like to develop an urban forestry plan that includes pruning, watering and planting cycles. The acquisition of additional staff, materials and supplies is necessary to support urban forestry and greening related activities. Another goal is to integrate the

San Francisco Conservation Corps into the Port's maintenance program. The implementation of these projects depends on available funding.

The San Francisco Unified School District (SFUSD)
The San Francisco Unified School District maintains 2400 trees on 400 acres of property. The Department of Public Works requires the SFUSD to replace or remove trees growing in sidewalk basins along school property.

Funding
The San Francisco Unified School District has a mature tree maintenance budget of $50,000, and a landscaping budget of $1.3 million, which includes equipment, salaries and benefits for fourteen gardeners, one truck driver, and the Landscape Department Supervisor. The Department of the Environment provided a $4164 grant to purchase a wood chipper. The SFUSD also receives volunteer assistance with tree planting and maintenance from Friends of the Urban Forest and neighborhood groups.

Challenges
The district's Landscape Department is under funded and they do not have arborists on staff. Large trees on school property are aging and there is a need to plant young replacement trees. Also, pine pitch canker and bark beetles are adversely affecting pine trees. Although the SFUSD would like to reforest their property, they lack money and staff. They appreciate volunteer contributions, but these efforts are inconsistent. Finally, the district would like to ensure that new trees planted in and around schools are appropriate for the space as they are concerned about trees pulling up sidewalks and posing safety hazards.

Treasure Island Development Authority (TIDA)
The Treasure Island Development Authority (TIDA) is incorporated as the local managing agency for Treasure Island. The Treasure Island Development Authority and the United States Navy have a Cooperative Agreement for the management of former Naval Station Treasure Island. As the current caretaker, TIDA is responsible for the grounds maintenance and landscaping on Treasure Island (TI) and Yerba Buena Island (YBI). TIDA contracts this service through the landscaping division of Rubicon Programs. In turn, Rubicon performs maintenance and landscaping services and reports back to TIDA on any issues that fall outside its scope of basic daily maintenance and upkeep.

There are a variety of species of trees on the two Islands, with the majority of the species concentrated on Yerba Buena Island. Palm trees are the second largest individual tree stock on Treasure Island after the olive trees. Treasure Island has miscellaneous landscaping trees that are not identified. Tree species on the islands include, but are not limited to:

- Coast Live Oak (YBI)
- Coast Redwood (YBI)
- Cedar (Port Orford) (YBI)
- Cypresses (Sawara false/smooth Arizona/Monterey) (YBI)
- Pines (Canary Island/Aleppo/Italian stone/Monterey) (YBI)

- Eucalyptus (YBI)
- English Yew (YBI)
- Lemon (YBI)
- Bottlebrush (TI)
- Pine (TI)
- Palm (TI)

Currently TIDA does not operate under any urban forest policies. However, the TIDA Draft Sustainability Plan includes policies and guidelines for future development of Treasure Island and it is a working component of the overall Redevelopment Plan for both islands.

Funding
The Treasure Island Development Agency has a total operating budget of $10,000,000 and $800,000 is allotted for the tree and landscaping contract with Rubicon Landscaping. A private individual maintains 125 olives trees through an agreement with TIDA and Rubicon.

Challenges
One challenge is keeping trees healthy and devoid of pests and disease. Another is planning for long-term sustainability of the existing trees and new trees and vegetation envisioned as part of the long-term redevelopment project.

University of California, San Francisco
The Facility Management Department is responsible for planting new trees, and pruning and removing hazardous trees and limbs. This is done for public street trees in and adjacent to campus sites, campus open spaces, and Mount Sutro Open Space Reserve.

Funding
UCSF receives money from the State of California under the Operations and Maintenance Funding for Grounds Budget and part of this funding is used for tree maintenance.

Challenges
UCSF has the responsibility for removing hazardous trees and limbs from Mount Sutro Open Space Reserve. Also, they continue to landscape the new Mission Bay Campus, which requires funding for implementation and maintenance.

Agencies and Organizations that chose not to participate in the 2005 UFC Annual Report survey:

Presidio Trust
SF City College
SF General Hospital
SF Housing Authority
SF International Airport
SF Municipal Railway (MUNI)
SF Planning

SF Police
SF Public Health
SF Public Utilities Commission
SF Recreation and Park Department
SF Redevelopment Agency
SF Transportation Authority

IV. Urban Forest Policies

The Urban Forest Council has worked on a broad range of policy initiatives in the past year. The Council recommended preserving landmark trees and street planting sites throughout San Francisco. In terms of best management practices, the Council drafted pruning guidelines for city workers, contractors and the private green industry; this pruning information was also adapted for the public. Finally, the Urban Forest Council has created a Street Tree Action Plan as well as a long-term Comprehensive Urban Forest Management Plan.

Landmark Tree Ordinance
In 2005, the Urban Forest Council (UFC) developed recommendations for the scope, structure and criteria of a tree protection ordinance in San Francisco. The Council recognized the environmental, economic and social contributions of urban trees. Furthermore, members ascertained a need to protect notable and large trees from removal and injury throughout the city. Through discussion and research on existing tree protection legislation in other cities, members developed a nomination process, criteria, an appeals process, enforcement and penalties.

Under the nomination process, any resident, property owner or city employee would be able to nominate a tree for landmark status. In designating a landmark tree, the UFC would consider criteria such as size, age, rarity, visual prominence, cultural value, historical significance, ecology and location. A subcommittee and an independent arborist would vet nominations, and the full Council would review and recommend landmark trees. There are provisions for an appeal process in the event a property owner objects to the nomination.

The outcome is that designated landmark trees would be protected from removal unless they were hazardous or blocking home construction within the existing building footprint. The Planning Department, in consultation with an arborist, would regulate activities related to landmark trees. One requirement would be mapping and protecting trees during construction or development. The Department of Building Inspection would check on the condition of landmark trees along with newly planted trees. Fines for violations would be based on a tree's value.

Subsequently, Supervisor Daly's staff created a Significant Tree Ordinance (File No. 050689), which would amend the Public Works Code. The ordinance included many of the aforementioned components although there are unique aspects e.g. the minimum

size criteria for significant trees. However, this proposed legislation is under review by the City Operations and Neighborhood Services Committee

Pruning Standards
The creation of uniform pruning standards is one aspect of the Street Tree Action Plan. The first objective is to have consistent and precise guidelines for city agencies, contractors and "green industry" workers. A second component is introducing the general public to proper pruning concepts in order to increase their understanding and explain the importance of hiring a certified arborist.

The professional pruning standards are based on tree care standards developed by the American National Standards Institute (ANSI) and the International Society of Arboriculture (ISA). Research on pruning standards in other cities has yielded some examples and templates that were applied to the San Francisco standards. Certain concepts are highlighted due to their importance and practicality; for example, 25% is the maximum amount of live foliage to be removed from a tree each year. The Council will review the standards and share them with related agencies prior to their adoption. These standards will be completed in 2005.

Public pruning information will be available as a print brochure and on the SF Environment web site. The Department of the Environment staff created the public information in consultation with urban foresters, and it includes pruning concepts and instructions, pruning equipment, and the importance of hiring a professional arborist. This brochure will be published in fall 2005.

PG&E Utility Undergrounding
Pacific Gas & Electric (PG&E) is in the process of moving aboveground utility wires to below street level. The stated projection is that 42 miles of utility wires will be moved by 2006. One consequence of this process has been the loss of tree planting sites, for example in Bernal Heights. The installation of sidewalk boxes and underground utility wires can displace soil volume for trees. However, this loss is avoidable and decreases the number of trees that can be planted in the future. Thus, the Urban Forest Council and the Board of Supervisors passed resolutions recommending that tree planting sites be preserved during the undergrounding process. There were no enforcement details in the Board of Supervisors resolution, but the Department of Public Works (DPW) has the legal authority to direct PG&E on where to place its utilities.

Since the resolutions passed, PG&E has preserved some street tree planting sites and displaced others. In fact, many contractors and subcontractors have contacted the DPW Bureau of Urban Forestry for walkthroughs and advice for retaining planting sites; prior to the BOS resolution, few contractors consulted DPW on the tree planting sites. Unfortunately, there is no comprehensive information on the number of planting sites preserved and lost. Terry Milne of the Urban Forest Council Committee and Bernal Heights Tree Committee informally surveyed 14 blocks in Bernal Heights. Milne estimates that 60 percent of potential and existing tree spaces remained after undergrounding while 40 percent were lost. He also observed that some blocks with existing street trees were untouched.

Street Tree Action Plan

As an initial phase of the Comprehensive Urban Forest Plan, the Urban Forest Council recently submitted to the Mayor and Board of Supervisors a 4-point *Street Tree Action Plan* that:

1. Establishes guidelines for pruning and other maintenance, planting, and removal activities for all City agencies and property owners responsible for street trees.
2. Increases education for both homeowners and City crews on proper tree care while simultaneously increases enforcement of Article 16 of the Public Works Code, which specifies penalties for injuring street trees.
3. Increases the planting of new street trees to 5,000 annually for 20 years and provides dedicated maintenance for these trees
4. Reduces the maintenance cycle of existing street trees from 7 years to 3 years.

Progress on the Comprehensive Urban Forest Plan
Since December 2003, The Urban Forest Council has focused the majority of its monthly meetings on the development of a Comprehensive Urban Forest Management Plan. A long-term management plan is crucial for sustaining a healthy and safe urban forest. This plan describes a vision statement and measurable objectives. It will provide a foundation for planting, maintenance, reforestation, removals, policy, community stewardship and funding. It will encourage collaboration between multiple agencies and support their existing mandates. Written in collaboration with the Planning Department, segments of the Urban Forest Plan will provide conforming amendments to The City's General Plan.

The Urban Forest Plan will serve many stakeholders including city departments, community organizations, other entities that manage San Francisco's trees, and the general public. Ultimately, it will ensure that all San Franciscans reap the benefits of a healthy urban forest while providing significant financial savings for the City through regular tree maintenance and long-term planning.

The Urban Forest Council has commissioned Dr. Jim Clark of HortScience Inc. to write an Urban Forest Plan. Having worked with many municipalities and institutions on management plans, Dr. Clark brings years of experience to this project. Throughout the writing of this plan, the Planning Committee has provided feedback and guidance to Dr. Clark. At present, a second draft of the plan is being revised.

Works Cited

David Binder Research. 2005. *San Francisco Voter Survey* 4 pages.

Maco, Scott E., McPherson, E. Gregory, Simpson, James R., Peper, Paula J. and Xiao, Quingfu. 2003. *City of San Francisco, California: Street Tree Analysis.* Center for Urban Forest Research USDA Forest Service Pacific Southwest Research Station c/o Department of Environmental Horticulture University of California Davis and Department of Land, Air, and Water Resources University of California Davis. 115 pages. http://cufr.ucdavis.edu/products/cufr427_SF%20STA%20Final.pdf

Nowak, D.J., Hoehn, R.E., Crane, D.E., Stevens, J.C., Walton, J.T. and Harte, A. 2005. *Assessing Urban Forest Effects and Values: San Francisco's Urban Forest*. USDA Forest Service Northeastern Research Station: Syracuse. 22 pages.

Sullivan, Michael. May 2004. Survey of 5 and 10 Year Old Trees Planted by FUF (Survey Conducted 1997-2001). Unpublished.

Agency or Project	Number of trees planted in 2004
Department of Public Works	359
Private property owner or contractor through DPW	377
Friends of the Urban Forest (with support from Department of Public Works)	737
Department of Recreation and Parks (reforestation)	1680
Capitol Improvement projects	
• 3rd Street Light Rail	347
• Sunnydale Ave.	13
• Broadway streetscape	37
• Willow St.	15
• Van Ness	35
• Octavia	298
• Ocean Blvd.	174
Port of San Francisco (reforestation)	300
Presidio Trust (reforestation)	673
TOTAL	**5045**

SF Environment
Our home. Our city. Our planet.

GAVIN NEWSOM
Mayor

JARED BLUMENFELD
Director

MEETING DATE: September 9, 2005 **ITEM NO. 7**

URBAN FOREST COUNCIL

AGENDA PACKET CONTENTS LIST*

- ☒ Res. R-2005-04-UFC Tree Disclosure Statement
- ☒ Res. R-2005-04-UFC Tree Disclosure Statement Amendment of the Whole
- ☒ Exhibit A Palo Alto Tree Disclosure Statement
- ☐
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***This list reflects the explanatory documents provided.**

11 Grove Street, San Francisco, California 94102
www.sfenvironment.com
Telephone (415) 355-3709 Fax 554-6393 E-mail:

[RESOLUTION NO. 000-00-UFC Tree Disclosure Statement

RECOMMENDING THAT THE PLANNING DEPARTMENT REQUIRE A TREE DISCLOSURE STATEMENT AS PART OF ALL BUILDING PERMIT APPLICATIONS THAT INCLUDE EXTERIOR WORK, DEMOLITION OR GRADING.

WHEREAS, San Francisco has a relatively small percentage of large trees of high value, as documented by recently completed surveys (UFORE, 2005), and

WHEREAS, it takes many years for a tree to grow to a significant size and character; and,

WHEREAS, Significant, valuable trees are frequently cut down for small and large developments with inadequate public process, and.

WHEREAS, it is a tremendous loss to the surrounding neighborhood when such trees are cut down; and,

WHEREAS, it is incumbent on the City to ensure and promote preservation of the existing tree canopy cover within the City Limits, and

WHEREAS, properly identifying and mapping all trees within a proposed construction site is the first step in preserving these trees; and,

WHEREAS, promoting standards of maintenance required for the protection of the City's urban forest during and after demolition and construction is an effective way to ensure and promote preservation of such trees;

NOW, THEREFORE, BE IT RESOLVED that the Urban Forest Council recommends that that San Francisco Planning Department require that all building permit applications that include exterior work and all demolition or grading permit applications include a complete tree disclosure statement (see Exhibit A: example from City of Palo Alto); and,

BE IT FURTHER RESOLVED, the Urban Forest Council recommends that the Planning Department actively ensure and promote the survival of trees during construction events by providing protection standards and best management practices (see Exhibit A: example from City of Palo Alto); and.

BE IT FURTHER RESOLVED, the Urban Forest Council recommends that before development plans are approved by the Planning Department, that the Developer agrees in writing to: a) inform all contractors of the City's requirement to preserve and protect significant/and or landmark trees; and b) to provide the best management practices procedures so that all parties to the development are held accountable for tree preservation and their protection during and after development; and,

BE IT FURTHER RESOLVED, The Planning Department shall establish and maintain an up-to-date file of all "Tree Disclosure Statements", and make copies available to the public upon request, as governed by the City's Sunshine Laws.

I hereby certify that this resolution was adopted by the Urban Forest Council at its regular meeting on September 9, 2005.

Monica Fish, Council Secretary

VOTE:

Ayes:

Noes:

Absent:

AMENDMENT OF THE WHOLE 9/9/05

FILE NO. R-2005-04-UFC **RESOLUTION NO. September 9, 2005**

[Tree Disclosure Statement]

RECOMMENDING THAT THE BOARD OF SUPERVISORS INSTRUCT THE PLANNING DEPARTMENT TO REQUIRE A TREE DISCLOSURE STATEMENT AS PART OF ALL BUILDING PERMIT APPLICATIONS THAT INCLUDE EXTERIOR WORK, DEMOLITION OR GRADING.

WHEREAS, San Francisco has a relatively small percentage of large trees of high value, as documented by recently completed surveys (UFORE, 2005), and

WHEREAS, It takes many years for a tree to grow to a significant size and character; and,

WHEREAS, Significant, valuable trees are frequently cut down for small and large developments with inadequate public process, and.

WHEREAS, It is a tremendous loss to the surrounding neighborhood when such trees are cut down; and,

WHEREAS, It is incumbent on the City to ensure and promote preservation of the existing tree canopy cover within the City Limits, and

WHEREAS, Properly identifying and mapping all trees within a proposed construction site is the first step in preserving these trees; and,

WHEREAS, Promoting standards of maintenance required for the protection of the City's urban forest during and after demolition and construction is an effective way to ensure and promote preservation of such trees;

NOW, THEREFORE, BE IT RESOLVED that the Urban Forest Council recommends that that the Board of Supervisors instruct the Planning Department to require that all building

permit applications that include exterior work and all demolition or grading permit applications include a complete tree disclosure statement (see Exhibit A: example from City of Palo Alto); and,

BE IT FURTHER RESOLVED, the Urban Forest Council recommends that the Board of Supervisors instruct the Planning Department to actively ensure and promote the survival o trees during construction events by providing protection standards and best management practices (see Exhibit A: example from City of Palo Alto); and.

BE IT FURTHER RESOLVED, the Urban Forest Council recommends that the Board of Supervisors instruct the Planning Department to ensure that before development plans are approved, that the Developer agrees in writing to: a) inform all contractors of the City's requirement to preserve and protect significant/and or landmark trees; and b) to provide the best management practices procedures so that all parties to the development are held accountable for tree preservation and their protection during and after development; and,

BE IT FURTHER RESOLVED, The Urban Forest Council recommends that the Board of Supervisors instruct the Planning Department to establish and maintain an up-to-date file of all "Tree Disclosure Statements", and make copies available to the public upon request, as governed by the City's Sunshine Laws.

I hereby certify that this resolution was adopted by the Urban Forest Council at its regular meeting on September 9, 2005.

Monica Fish, Council Secretary

VOTE:
Ayes:
Noes:
Absent:

EXHIBIT A

City of Palo Alto *PLANNING DIVISION*
TREE DISCLOSURE STATEMENT

(Palo Alto Municipal Code Chapter 8.10 & 8.04.070)

Demolition Permit_____
Building Permit _____
Other _____

_____ _____
Property Address **Permit Application #**

Palo Alto Municipal Code requires disclosure and protection of designated trees located on private and public property, and that they be shown on approved site plans. A completed disclosure statement must accompany all building permit applications that include exterior work and all demolition or grading permit applications.

Please check the appropriate answers, sign and date this document.

1. Note the location of all trees larger than 4-inches in diameter & street trees of any size on the plans: (Check which boxes apply)

❑ Trees on the property; ❑ Trees on adjacent property overhanging the project site;
❑ Trees on the adjacent City right-of-way (street trees); ❑ There are no trees at these locations.

If there are no trees, skip to item #3. If other boxes are checked, the location and species of all such trees must be drawn on the site plans (if no plans are required for this application the trees must be drawn on the reverse side of this form).

2. Street trees (item #1 above) are Regulated Trees* and *require special protection by a fenced enclosure*, according to the Standard Tree Protection Instructions before demolition, grading or construction. Photographic image of Type I, II or III is required (see below). Proceed to item #3.

3. Are there any Protected Trees** at or adjacent to the property? (Check which boxes apply)

❑ On the property; ❑ There are no Protected Trees at these locations.
❑ Protected Trees on the adjacent property that overhangs the project site?

Regulated Trees* on or over a development requires the following: (1) show the size of the trunk diameter and accurate canopy dripline on the Site Plans, (2) protect the trees by a fenced enclosure out to the dripline according to the *Tree Protection Instructions and Detail #503* (attached). **If activity occurs within the dripline of a protected tree****, a tree protection report prepared by an ISA certified arborist shall be submitted to the Planning Department for review and approval prior to demolition or building permit issuance. (**Protected trees are *coast live oaks or valley oaks* which are 11.5-inches in diameter or larger, *coast redwoods* which are 18-inches in diameter or larger, when measured 54-inches above natural grade, or specific *heritage trees* designated by the City Council). **A written statement with an image or photograph shall be provided to the Building Department verifying that protective fencing for the trees is correctly in place** before demolition or grading permit will be issued, unless otherwise approved by the City Arborist.

The undersigned agrees to the conditions of this affidavit. I understand that knowingly or negligently providing false or misleading information in response to this disclosure requirement constitutes a violation of the Palo Alto Municipal Code Section 8.10.040, which can lead to criminal and/or civil legal action.

Signature: _____ Please Print: _____ Date: _____
Property Owner or Authorized Agent

If you have any questions about this form, or the information required, please contact the Development Center for assistance at (650) 617-3118.

City Rep. _____

❑ Date Permit Issued: _____
❑ Waiting for diagram, tree locations, signature or other info?

SECTION 31

STREET TREE PROTECTION

31-1 General

a. **Tree protection has three primary functions,** 1) to keep the foliage canopy and branching structure clear from contact by equipment, materials and activities; 2) to preserve roots and soil conditions in an intact and non-compacted state and 3) to identify the Tree Protection Zone (TPZ) in which no soil disturbance is permitted and activities are restricted, unless otherwise approved.

b. **The Tree Protection Zone (TPZ)** is a restricted area around the base of the tree with a radius of ten-times the diameter of the tree's trunk or ten feet; whichever is greater, enclosed by fencing.

31-2 Reference Documents

a. **Detail 503** – Illustration of situations described below.

b. **Tree Technical Manual (TTM)** (www.cityofpaloalto.org/trees/)

1. Trenching Restriction Zones (TTM, Section 2.20(C))
2. Arborist Reporting Protocol (TTM, Section 6.30)
3. Site Plan Requirements (TTM, Section 6.35)

31-3 Execution

a. **Type I Tree Protection:** The fence shall enclose the entire TPZ of the tree(s) to be protected throughout the life of the construction project. In some parking areas, if fencing is located on paving or concrete that will not be demolished, then the posts may be supported by an appropriate grade level concrete base, if approved by Public Works Operations.

b. **Type II Tree Protection:** For trees situated within a planting strip, only the planting strip and yard side of the TPZ shall be enclosed with the required chain link protective fencing in order to keep the sidewalk and street open for public use.

c. **Type III Tree Protection:** To be used only with approval of Public Works Operations. Trees situated in a tree well or sidewalk planter pit, shall be wrapped with 2-inches of orange plastic fencing from the ground to the first branch and overlaid with 2-inch thick wooden slats bound securely (slats shall not be allowed to dig into the bark). During installation of the plastic fencing, caution shall be used to avoid damaging any branches. Major limbs may also require plastic fencing as directed by the City Arborist.

d. **Size, type and area to be fenced.** All trees to be preserved shall be protected with six (6') foot high chain link fences. Fences are to be mounted on two-inch diameter galvanized iron posts, driven into the ground to a depth of at least 2-feet at no more than 10-foot spacing.

e. **'Warning' sign.** A warning sign shall be weather proof and prominently displayed on each fence at 20-foot intervals. The sign shall be a minimum 8.5-inches x 11-inches and clearly state in half inch tall letters: "WARNING - Tree Protection Zone - This fence shall not be removed and is subject to a fine according to PAMC Section 8.10.110."

f. **Duration**. Tree fencing shall be erected before demolition, grading or construction begins and remain in place until final inspection of the project, except for work specifically allowed in the TPZ. Work or soil disturbance in the TPZ requires approval by the project arborist or City Arborist (in the case of work around Street Trees). Excavations within the public right of way require a Street Work Permit from Public Works.

g. **During construction**

1. All neighbors' trees that overhang the project site shall be protected from impact of any kind.
2. The applicant shall be responsible for the repair or replacement plus penalty of any publicly owned trees that are damaged during the course of construction, pursuant to Section 8.04.070 of the Palo Alto Municipal Code.
3. The following tree preservation measures apply to all trees to be retained:
 a. No storage of material, topsoil, vehicles or equipment shall be permitted within the TPZ.
 b. The ground under and around the tree canopy area shall not be altered.
 c. Trees to be retained shall be irrigated, aerated and maintained as necessary to ensure survival.

--END OF SECTION--

Important Note:

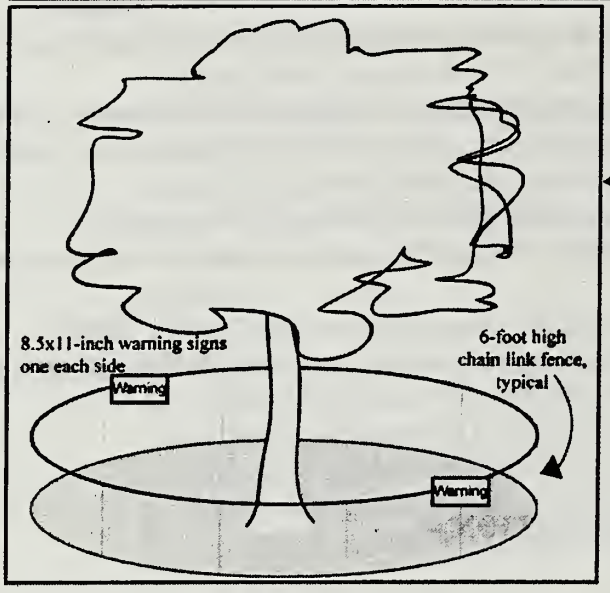
If a formal site plan is not submitted with this Tree Disclosure Statement, **you must submit a separate sheet that depicts existing site conditions**, including the street, curb, sidewalk, driveway, structures, and all tree locations as required by the disclosure regulations. Protected trees must also include the accurate leaf canopy size and trunk diameter.

For written specifications associated with illustrations below, see Public Works Specifications Section 31

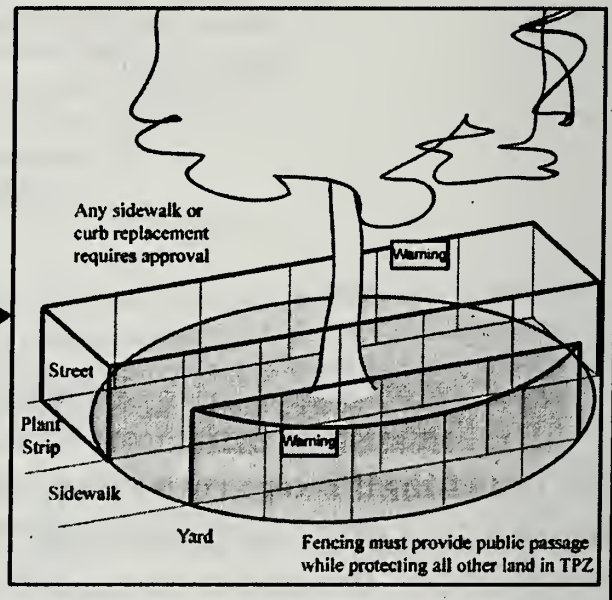
Detailed specifications are found in the Palo Alto Tree Technical Manual (TTM) (www.cityofpaloalto.org/trees/)

Tree Protection Zone (TPZ) oval shown in gray (radius of TPZ equals 10-times the diameter of the tree or 10-feet, whichever is greater)

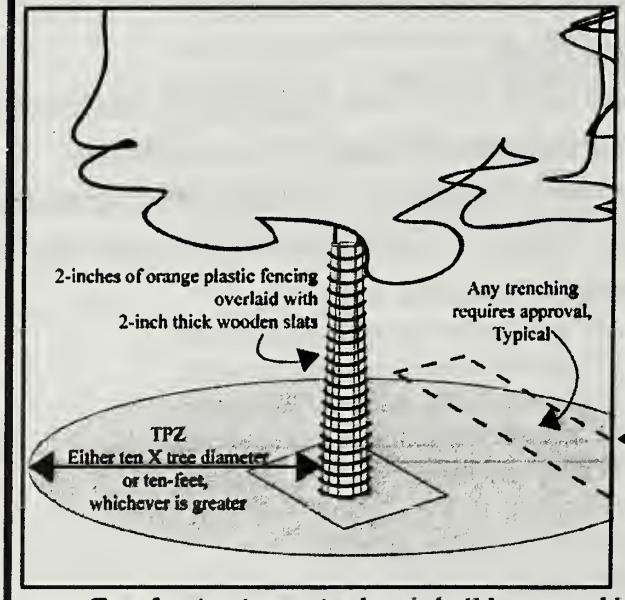
- Restricted activity area -- see Tree Technical Manual Sec 2.15(E)
- Restricted trenching area -- see Tree Technical Manual Sec 2.20(C), any proposed trench within TPZ of a protected tree requires approval from Public Works Operations. Call 650-496-5953



Type I Tree Protection



Type II Tree Protection



Type III Tree Protection

(to be used *only* with approval of Public Works Operations)

Tree fencing is required and shall be erected before demolition, grading or construction begins.

Rev	By	Date

Scale: NTS

Tree Protection During Construction

City of Palo Alto Standard

Approved by: D. Dockter

PE No. _____

Date 2004

Dwg No. 503

SF Environment
Our home. Our city. Our planet.

GAVIN NEWSOM
Mayor

JARED BLUMENFELD
Director

MEETING DATE: September 9, 2005 **ITEM NO. 8**

URBAN FOREST COUNCIL

AGENDA PACKET CONTENTS LIST*

- ☒ Res. R-2005-05-UFC Resolution in Support of Plant*SF
- ☒ Res. R-2005-05-UFC Resolution in Support of Plant*SF Amendment of the Whole
- ☐
- ☐
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***This list reflects the explanatory documents provided.**

11 Grove Street, San Francisco, California 94102
www.sfenvironment.com
Telephone (415) 355-3709 Fax 554-6393 E-mail:

[Supporting community-based permeable landscaping projects]

Resolution in support of the work of Plant*SF, Sidewalk Pocket Park Gardens and other projects that promote community-based permeable landscaping and public open-space gardens located on public rights-of-way.

WHEREAS, permeable landscaping has numerous environmental benefits including stormwater management, air filtration and wildlife habitat; and,

WHEREAS Creating sidewalk gardens is a meaningful way to increase community participation and stewardship; and,

WHEREAS The presence of beautiful public space encourages people to walk, spend time outdoors, and interact; and,

WHEREAS Plant*SF and Sidewalk Pocket Park Gardens incorporate community development, environmental design and public health into projects with numerous benefits; now, therefore, be it

RESOLVED, The Urban Forest Council wishes to express its strong support for the ongoing work of Plant*SF, Sidewalk Pocket Park Gardens and other projects that promote community-based permeable landscaping and public open-space gardens located on public rights-of-way throughout San Francisco.

I hereby certify that this Resolution was adopted at the Urban Forest Council's Meeting on September 9, 2005.

Monica Fish, Council Secretary

VOTE:

Ayes:

Noes:

Absent:

[Recommending support for community-based permeable landscaping projects]

Resolution recommending that the Board of Supervisors support the work of Plant*SF, Sidewalk Pocket Park Gardens and other projects that promote community-based permeable landscaping and public open-space gardens located on public rights-of-way.

WHEREAS, permeable landscaping has numerous environmental benefits including stormwater management, air filtration and wildlife habitat; and,

WHEREAS, Creating sidewalk gardens is a meaningful way to increase community participation and stewardship; and,

WHEREAS, The presence of beautiful public space encourages people to walk, spend time outdoors, and interact; and,

WHEREAS, Plant*SF and Sidewalk Pocket Park Gardens incorporate community development, environmental design and public health into projects with numerous benefits; now, therefore, be it

RESOLVED, The Urban Forest Council recommends that the Board of Supervisors express support for the ongoing work of Plant*SF, Sidewalk Pocket Park Gardens and other projects that promote community-based permeable landscaping and public open-space gardens located on public rights-of-way throughout San Francisco.

I hereby certify that this Resolution was adopted at the Urban Forest Council's Meeting on September 9, 2005.

Monica Fish, Council Secretary

VOTE:

Ayes:

Noes:

Absent:

SF Environment
Our home. Our city. Our planet.

GAVIN NEWSOM
Mayor

JARED BLUMENFELD
Director

CITY AND COUNTY OF SAN FRANCISCO
DEPARTMENT OF THE ENVIRONMENT
URBAN FOREST COUNCIL
REGULAR MEETING

DRAFT MINUTES

Friday, September 9, 2005, 10:00 a.m.

City Hall, Room 400
One Dr. Carlton B. Goodlett Place
San Francisco, CA 94102

DOCUMENTS DEPT.

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1. **CALL TO ORDER**: The meeting was called to order at 10:05 a.m.

2. **ROLL CALL**: Present: Council Members: Boss, Cohen, Costello, Fisher, Griswold, Grisso, Herman, Miller (arrived at 10:15 a.m.), Quirke, Rodgers, Sacamano, and Sullivan; Excused: Council Members Blair and Chair Milne; Absent: Council Member Cornell.

3. **ACTION**: Adoption of minutes of the July 22, 2005 Urban Forest Council Special Meeting. Upon motion by Council Member Griswold and second by Council Member Quirke, the Minutes of the July 22, 2005 Special Meeting were adopted with amendments. No public comment was heard at this time. The following amendments were adopted:

 - Amend page 3, Item 6, second paragraph to capitalize "Sidewalk Pocket Park Garden Movement";
 - Amend page 3, Item 6, third paragraph after the word "models", add "of Sidewalk Pocket Park Gardens";
 - Amend page 1, Item 4, second paragraph, after the word "Chair" delete "but explained that being a representative of the Department of Public Works may not be in the Council's interest."

 VOTE: Adopted with Amendments (11-0) (4 Absent)

AYES: Council Members Boss, Cohen, Costello, Fisher, Griswold, Grisso, Herman, Quirke, Rodgers, Sacamano, and Sullivan.

NOES: None

ABSENT: Council Members Blair, Cornell, Miller and Milne.

Item 5 was heard before Item 4.

5. **DISCUSSION AND ACTION**: Nomination and Election of Vice Chair.

Upon motion by Council Member Sacamano and second by Council Member Costello, Council Member Quirke was nominated as Vice Chair. No public comment was heard at this time.

VOTE: Council Member Quirke Elected Vice Chair - Approved (11-0) (4 Absent)

AYES: Council Members Boss, Cohen, Costello, Fisher, Griswold, Grisso, Herman, Quirke, Rodgers, Sacamano, and Sullivan

NOES: None

ABSENT: Council Members Blair, Cornell, Miller and Milne

4. **PRESENTATION AND DISCUSSION**: The Better Streets Program. The Urban Forest Council (UFC) heard a presentation on the Mayor's Better Streets Program and discussed how to integrate the UFC's existing planning efforts into this program.

Sponsor: Alexis Harte
Presenter: Marshall Foster, Director of City Greening

Council Member Miller joined the meeting at this time.

Marshall Foster discussed his role as the Director of City Greening in the Mayor's Better Streets Program and described major initiatives and principles of the program. He stated that the focus would be on physical greening of streets, parks, plazas, and the public realm in San Francisco. Objectives include coordinating the programs of City departments and agencies to work toward a common cause, setting up a comprehensive Mayoral public policy of City greening, and elevating the role of community-based projects.

Mr. Foster described major program initiatives described in the handout entitled "Better Streets Program Summary." Key initiatives include (1) street beautification, (2) three phases of street design projects, (3) pavement to parks, and (4) coordinated City action. Two groups that would be working on this effort are an inter-department working group that is scheduled to hold its first meeting on Monday, September 12 with the Mayor to discuss revising standards and better implementation of streets and the Green Vision Council, a group of outside professionals in environmental design, planning, landscaping, and architectural fields to find creative solutions. Handouts of the "Better Streets Program Summary" and "Better Streets Policy" were distributed at the Council

meeting. Key points discussed with the Urban Forest Council and Mr. Foster included the following:

- Funding Budget: Council Member Quirke inquired about program funding. Mr. Foster advised that the Mayor established $12.3 million over the next two years' budget to work on initial Better Streets pilot projects. In addition to the initial four pilot projects, funding would be allocated for projects in every district. Other sources of funding would be researched, e.g., Proposition K bond funds, resources from other City departments, and an expanded parcel tax. Council Member Sullivan asked that programs already in place to plant trees such as the Friends of the Urban Forest be secured with a stable source of funding, and that the Better Streets Program include researching ways to prevent harm to trees.

- Tree Disclosure Statement: Council Member Cohen requested the Mayor's Office support of the Urban Forest Council's Resolution on the Tree Disclosure Statement on private property.

- Minor Sidewalk Encroachment Permits: Council Member Cohen reported that high fees for minor sidewalk encroachment permits are a hindrance to greening streets. Mr. Foster is meeting with the Department of Public Works Street Use and Mapping to discuss how the procedure can be changed.

- Sidewalk Pocket Park Gardens: Council Member Cohen requested that Sidewalk Pocket Park Gardens be implemented into the Better Streets Program pilot projects.

- Long-Term Maintenance and Funding for Plantings and Capital Projects: Council Member Sacamano requested that long-term maintenance and funding of capital projects should be included as an essential part of the Better Streets Program. Mr. Foster discussed expanding potential around maintenance and funding from business improvement districts, community benefit districts, residential associations, and establishing apprenticeship programs.

- Green Master Plan: The idea of a San Francisco Green Master Plan to include policy, vision, implementation, and capital funds was described. Chicago's Landscape Ordinance, an urban design streetscape guideline, is being used as a model. The Chief Administrator's Office (CAO) is establishing a new Ten-Year Capital Planning Committee to do strategic long-term capital planning in San Francisco, and it was stated that a greening budget should be part of the Plan.

- Residential Benefit Districts: Council Member Fisher requested that government establish a model for neighborhood residential benefit districts to enable them to play a role in financing and implementing improvements to residential streets, increase pedestrian safety, increase beautification, and provide storm-water management.

The current contact for Mr. Foster is telephone 558-6362, email: Marshall.Foster@sfgov.org.

Public comment from Mr. Ingraham speaking in full support of the Better Streets Program.

Public comment from Ms. Lisa Vittori requesting that program input be requested not only from Urban Forest Council members and City staff, but also from diverse communities that include native plant proponents and dog owners.

6. **DISCUSSION AND ACTION:** Urban Forest Council 2005 Annual Report. Alexis Harte, Urban Forest Council Coordinator. The Council reviewed and discussed a descriptive report on the state of the urban forest in San Francisco and voted to approve this report with amendments before it will be presented to the Mayor and Board of Supervisors. (Explanatory Document: UFC 2005 Annual Report.doc)

Sponsor: Alexis Harte
Presenter: Alexis Harte

Urban Forest Council Coordinator Harte summarized the contents of the Urban Forest Council 2005 Annual Report. The Report would be submitted to the Mayor and the Board of Supervisors on September 15 based on today's discussion.

Member Costello and Grisso left the meeting during this item.

Upon Motion by Council Member Sacamano and second by Council Member Cohen, the 2005 Annual Report was approved with the following amendments:

- Page 9, Street Tree Health, second paragraph line 4 should read "However, results of the CUFR report do **not** suggest...;
- Page 10 Table "3. Street Tree Health"--shows no public trees in District 4. A clarification should be made that there are public trees in District 4 but that a health rating was not completed;
- Pages 11 & 12, "III. Urban Forestry Management and Funding, Opportunities and Challenges," to include that the significant majority of street trees are the responsibility of private property owners;
- Page 13, "Challenges," clarify third sentence, "On average, trees are visited once every 7 years...";
- Page 21, "Progress on the Comprehensive Urban Forest Plan," the seventh sentence "Written in collaboration with the Planning Department...to the City's General Plan" should be stricken from the report;
- Add data from the San Francisco Tree Council or list as an organization that did not respond;
- Include community-based permeable landscaping as part of the policies and projects that the Urban Forest Council is working on;
- Clarify the difference in fiscal year and calendar year agency revenue numbers;

- On Page 14, "Funding" delete "the Department of the Environment contributes $15,000 for underground advertising";
- The Planning Department will submit two or three sentences to add to the Report;
- Move "Agencies that did not Respond" section to the front of the Report after "Executive Summary."

VOTE: Approved with Amendments (10-0) (5 Absent)

AYES: Council Members Boss, Cohen, Fisher, Griswold, Herman, Miller, Quirke, Rodgers, Sacamano, and Sullivan

NOES: None

ABSENT: Council Members Blair, Cornell, Costello, Grisso, and Milne

Coordinator Harte advised the Urban Forest Council members that amendments should be forwarded to him before September 15, the date the Annual Report would be finalized and sent to the Board of Supervisors and the Mayor.

No public comment was heard at this time.

7. **DISCUSSION AND ACTION:** Resolution recommending that the Planning Department require a tree disclosure statement as part of all building permit applications that include exterior work, demolition or grading. (Explanatory Document: R-2005-4-UFC.doc)

Sponsor: Carolyn Blair
Presenters: Paul Sacamano, Jocelyn Cohen

Council Members Cohen and Sacamano gave an overview on the Tree Disclosure Statement Resolution and the importance of adopting the Resolution. Council Member Rodgers spoke in favor of the Resolution and mentioned concerns that Planning Department members expressed that people protesting projects would use this as a potential way to slow down projects. She recommended that the Board of Supervisors and Mayor's Office instruct the Planning Department to implement this process. Council Member Sullivan recommended that the Tree Disclosure Statement Resolution be limited to public right of way trees, not private-property trees.

Upon Motion by Council Member Sacamano and second by Council Member Quirke, the Tree Disclosure Statement Resolution R-2005-04-UFC as presented was voted on and not adopted by the following vote:

VOTE: Not Adopted (3 AYES; 7 NOES) (5 Absent)

AYES: Council Members Cohen, Miller and Rodgers

NOES: Council Members Boss, Fisher, Griswold, Herman, Quirke, Sacamano and Sullivan.

ABSENT: Council Members Blair, Cornell, Costello, Grisso and Milne

Upon Motion by Council Member Rodgers and second by Council Member Quirke, the following amendments to the Tree Disclosure Statement Resolution R-2005-04-UFC were adopted:

- Page 2, line 11, delete before the word "landmark", the words "significant/and or";
- Page 2, line 12 add commas after "practices," "procedures," and add the words "and mitigation" after the word "procedures".

VOTE: Amendments Adopted (10-0) (5 Absent)

AYES: Council Members Boss, Cohen, Fisher, Griswold, Herman, Miller, Quirke, Rodgers, Sacamano, and Sullivan

NOES: None

ABSENT: Council Members Blair, Cornell, Costello, Grisso and Milne

Upon Motion by Council Member Rodgers and second by Council Member Quirke, the Tree Disclosure Statement Resolution R-2005-04-UFC was adopted with amendments by the following vote:

VOTE: Resolution Adopted with Amendments (9-1) (5 Absent)

AYES: Council Members Boss, Cohen, Fisher, Griswold, Herman, Miller, Quirke, Rodgers, and Sacamano

NOES: Council Member Sullivan

ABSENT: Council Members Blair, Cornell, Costello, Grisso and Milne

8. **DISCUSSION AND ACTION:** Resolution in Support of Plant*SF: The Urban Forest Council discussed and voted to approve a resolution in support of the mandate and activities of Plant*SF with amendments. (Explanatory Document: R-2005-05-UFC.doc)

Council Member Harte described the Amendment of the Whole to the original Resolution that requests that the Board of Supervisors recommend the work of Plant*SF, Sidewalk Pocket Park Gardens and other projects that promote community-based permeable landscaping and public open-space gardens located on public rights-of-way.

Upon Motion by Council Member Sacamano and second by Council Member Sullivan the following amendment was adopted:

- Page 1, Lines 3 and 21 add the words "Mayor and the" before "the Board of Supervisors";

Upon Motion by Council Member Cohen and second by Council Member Fisher, the following amendments were adopted:

- Add two paragraphs starting with Page 1, Line 12 (moving the existing text to Line 16):

WHEREAS, Sidewalk Pocket Park Gardens transform a small sidewalk cutout for trees into enlarged space for roots resulting in infrastructure savings on sidewalk replacement; and,

WHEREAS, Sidewalk gardens provide better conditions for trees, allowing for longer lives, more vibrant canopies and optimal size and stature; and,

VOTE: Amendments Adopted (10-0) (5 Absent)

AYES: Council Members Boss, Cohen, Fisher, Griswold, Herman, Miller, Quirke, Rodgers, Sacamano, and Sullivan

NOES: None

ABSENT: Council Members Blair, Cornell, Costello, Grisso and Milne

Upon Motion by Council Member Fisher and second by Council Member Sacamano, Resolution R-2005-05-UFC was adopted with amendments by the following vote:

VOTE: Resolution Adopted with Amendments (10-0) (5 Absent)

AYES: Council Members Boss, Cohen, Fisher, Griswold, Herman, Miller, Quirke, Rodgers, Sacamano, and Sullivan

NOES: None

ABSENT: Council Members Blair, Cornell, Costello, Grisso and Milne

9. **CHAIR'S ANNOUNCEMENTS:** Vice-Chair Quirke announced that on Wednesday, September 14, 2005 at 5:30 p.m. a reception is scheduled followed by a talk at 6:00 p.m. through 8:00 p.m. by the head of the Department of Neighborhoods in Seattle at the Milton Marks Auditorium, 455 Golden Gate Avenue.

Council Member Griswold announced the following Golden Gate National Parks' Trails events on September 10 and 19:

1. Lands End Forest Walk Saturday 9/10, 9:30am-12:30 pm
Meeting Location: Merrie Way Parking Lot, Lands End trailhead (above Sutro Baths)

Join Professor Joe McBride for an informational walk along the Coastal Trail at Lands End. Gain an in-depth understanding of the history of the Lands End Forest - how it was planted and its current health. For more information visit http://www.parksconservancy.org/ourwork/trailsforever.php. Registration is required (40

person limit). RSVP to Maggie at mperry@parksconservancy.org mail to: mperry@parksconservancy.org or 415-561-3092.

2. Lands End Forest Presentation Monday 9/19, 7:00-9:00 pm
Meeting Location: Crissy Field Center

Professor Joe McBride will be giving an informational talk on the history of the Lands End Forest - how it was planted and its current health. For more information visit http://www.parksconservancy.org/ourwork/trailsforever.php. RSVP to Maggie at mperry@parksconservancy.org mailto:mperry@parksconservancy.org or 415-561-3092.

No public comment was heard at this time.

10. **INFORMATION**: New Business. The pruning brochure is going to the designer and should be available in November or December. Grace Ma, Urban Forest Council Associate requested tree photos for the brochure.

11. **PUBLIC COMMENT:** Members of the public may address the Council on matters that are within the Council's jurisdiction and are not on today's agenda. No public comment was heard at this time.

12. **ADJOURNMENT**: The meeting adjourned at 12:30 p.m.

The next Regular Meeting of the Urban Forest Council is scheduled for Tuesday, October 25, 2005 at 5:00 p.m., City Hall, Room 416.

Copies of explanatory documents are available to the public at the Department of the Environment, 11 Grove Street, San Francisco, California between the hours of 9 a.m. and 5 p.m., or when possible, on the Department of Environment's webpage: **www.sfenvironment.com/**; or, upon request to the Council Secretary, at the above address or telephone number 415-355-3709, or via e-mail at **Monica.Fish@Sfgov.org**.

Respectfully submitted by:

Monica Fish, Council Secretary

Approved:

FILE NO. R-2005-04-UFC **RESOLUTION NO. 003-05-UFC**
September 9, 2005

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[Tree Disclosure Statement]

Resolution recommending that the Board of Supervisors instruct the Planning Department to require a Tree Disclosure Statement as part of all building permit applications that include exterior work, demolition or grading.

WHEREAS, San Francisco has a relatively small percentage of large trees of high value, as documented by recently completed surveys (UFORE, 2005); and,

WHEREAS, It takes many years for a tree to grow to a significant size and character; and,

WHEREAS, Significant, valuable trees are frequently cut down for small and large developments with inadequate public process; and,

WHEREAS, It is a tremendous loss to the surrounding neighborhood when such trees are cut down; and,

WHEREAS, It is incumbent on the City to ensure and promote preservation of the existing tree canopy cover within the City Limits; and,

WHEREAS, Properly identifying and mapping all trees within a proposed construction site is the first step in preserving these trees; and,

WHEREAS, Promoting standards of maintenance required for the protection of the City's urban forest during and after demolition and construction is an effective way to ensure and promote preservation of such trees; now, therefore, be it

RESOLVED, That the Urban Forest Council recommends that that the Board of Supervisors instruct the Planning Department to require that all building permit applications that include exterior work and all demolition or grading permit applications include a complete tree disclosure statement (see Exhibit A: example from City of Palo Alto); and, be it

FURTHER RESOLVED, The Urban Forest Council recommends that the Board of Supervisors instruct the Planning Department to actively ensure and promote the survival o trees during construction events by providing protection standards and best management practices (see Exhibit A: example from City of Palo Alto); and, be it

FURTHER RESOLVED, The Urban Forest Council recommends that the Board of Supervisors instruct the Planning Department to ensure that before development plans are approved, that the Developer agrees in writing to: a) inform all contractors of the City's requirement to preserve and protect landmark trees; and b) to provide the best manageme practices, procedures, and mitigation so that all parties to the development are held accountable for tree preservation and their protection during and after development; and, b it

FURTHER RESOLVED, The Urban Forest Council recommends that the Board of Supervisors instruct the Planning Department to establish and maintain an up-to-date file of ll "Tree Disclosure Statements", and make copies available to the public upon request, as governed by the City's Sunshine Laws.

I hereby certify that this Resolution was adopted by the Urban Forest Council at its regular meeting on September 9, 2005.

Monica Fish

Monica Fish, Council Secretary

VOTE: Adopted 9-1 (Absent: 5)

Ayes: Council Members Boss, Cohen, Fisher, Griswold, Herman, Miller, Quirke, Rodgers and Sacamano

Noes: Council Member Sullivan

Absent: Council Members Blair, Cornell, Costello, Grisso and Milne

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FILE NO. R-2005-05-UFC **RESOLUTION NO. 004-05-UFC**
September 9, 2005

[Recommending support for community-based permeable landscaping projects]

Resolution recommending that the Mayor and the Board of Supervisors support the work of Plant*SF, Sidewalk Pocket Park Gardens and other projects that promote community-based permeable landscaping and public open-space gardens located on public rights-of-way.

WHEREAS, Permeable landscaping has numerous environmental benefits including stormwater management, air filtration and wildlife habitat; and,

WHEREAS, Creating sidewalk gardens is a meaningful way to increase community participation and stewardship; and,

WHEREAS, Sidewalk Pocket Park Gardens transform a small sidewalk cutout for trees into enlarged space for roots resulting in infrastructure savings on sidewalk replacement; and,

WHEREAS, Sidewalk gardens provide better conditions for trees, allowing for longer lives, more vibrant canopies and optimal size and stature; and,

WHEREAS, The presence of beautiful public space encourages people to walk, spend time outdoors, and interact; and,

WHEREAS, Plant*SF and Sidewalk Pocket Park Gardens incorporate community development, environmental design and public health into projects with numerous benefits; now, therefore, be it

RESOLVED, The Urban Forest Council recommends that the Mayor and the Board of Supervisors express support for the ongoing work of Plant*SF, Sidewalk Pocket Park Gardens and other projects that promote community-based permeable landscaping and public open-space gardens located on public rights-of-way throughout San Francisco.

I hereby certify that this Resolution was adopted at the Urban Forest Council's Meetir on September 9, 2005.

Monica Fish

Monica Fish, Council Secretary

VOTE:	Adopted (10-0) (Absent: 5)
Ayes:	Council Members Boss, Cohen, Fisher, Griswold, Herman, Miller, Quirke, Rodgers, Sacamano and Sullivan
Noes:	None
Absent:	Council Members Blair, Cornell, Costello, Grisso and Milne

SF *Environment*

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GAVIN NEWSOM
Mayor

JARED BLUMENFELD
Director

CITY AND COUNTY OF SAN FRANCISCO
DEPARTMENT OF THE ENVIRONMENT

URBAN FOREST COUNCIL
REGULAR MEETING

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APPROVED MINUTES

Friday, September 9, 2005, 10:00 a.m.

City Hall, Room 400
One Dr. Carlton B. Goodlett Place
San Francisco, CA 94102

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1. **CALL TO ORDER**: The meeting was called to order at 10:05 a.m.

2. **ROLL CALL**: Present: Council Members: Boss, Cohen, Costello, Fisher, Griswold, Grisso, Herman, Miller (arrived at 10:15 a.m.), Quirke, Rodgers, Sacamano, and Sullivan; Excused: Council Members Blair and Chair Milne; Absent: Council Member Cornell.

3. **ACTION**: Adoption of minutes of the July 22, 2005 Urban Forest Council Special Meeting. Upon motion by Council Member Griswold and second by Council Member Quirke, the Minutes of the July 22, 2005 Special Meeting were adopted with amendments. No public comment was heard at this time. The following amendments were adopted:

 - Amend page 3, Item 6, second paragraph to capitalize "Sidewalk Pocket Park Garden Movement";
 - Amend page 3, Item 6, third paragraph after the word "models", add "of Sidewalk Pocket Park Gardens";
 - Amend page 1, Item 4, second paragraph, after the word "Chair" delete "but explained that being a representative of the Department of Public Works may not be in the Council's interest."

 VOTE: Adopted with Amendments (11-0) (4 Absent)

11 Grove Street, San Francisco, California 94102
www.sfenvironment.com
Telephone (415) 355-3709 Fax 554-6393 E-mail: SFUrbanForestCouncil@sfgov.org

AYES: Council Members Boss, Cohen, Costello, Fisher, Griswold, Grisso, Herman, Quirke, Rodgers, Sacamano, and Sullivan.

NOES: None

ABSENT: Council Members Blair, Cornell, Miller and Milne.

Item 5 was heard before Item 4.

5. **DISCUSSION AND ACTION**: Nomination and Election of Vice Chair.

Upon motion by Council Member Sacamano and second by Council Member Costello, Council Member Quirke was nominated as Vice Chair. No public comment was heard at this time.

VOTE: Council Member Quirke Elected Vice Chair - Approved (11-0) (4 Absent)

AYES: Council Members Boss, Cohen, Costello, Fisher, Griswold, Grisso, Herman, Quirke, Rodgers, Sacamano, and Sullivan

NOES: None

ABSENT: Council Members Blair, Cornell, Miller and Milne

4. **PRESENTATION AND DISCUSSION**: The Better Streets Program. The Urban Forest Council (UFC) heard a presentation on the Mayor's Better Streets Program and discussed how to integrate the UFC's existing planning efforts into this program.

Sponsor: Alexis Harte
Presenter: Marshall Foster, Director of City Greening

Council Member Miller joined the meeting at this time.

Marshall Foster discussed his role as the Director of City Greening in the Mayor's Better Streets Program and described major initiatives and principles of the program. He stated that the focus would be on physical greening of streets, parks, plazas, and the public realm in San Francisco. Objectives include coordinating the programs of City departments and agencies to work toward a common cause, setting up a comprehensive Mayoral public policy of City greening, and elevating the role of community-based projects.

Mr. Foster described major program initiatives described in the handout entitled "Better Streets Program Summary." Key initiatives include (1) street beautification, (2) three phases of street design projects, (3) pavement to parks, and (4) coordinated City action. Two groups that would be working on this effort are an inter-department working group that is scheduled to hold its first meeting on Monday, September 12 with the Mayor to discuss revising standards and better implementation of streets and the Green Vision Council, a group of outside professionals in environmental design, planning, landscaping, and architectural fields to find creative solutions. Handouts of the "Better Streets Program Summary" and "Better Streets Policy" were distributed at the Council

meeting. Key points discussed with the Urban Forest Council and Mr. Foster included the following:

- Funding Budget: Council Member Quirke inquired about program funding. Mr. Foster advised that the Mayor established $12.3 million over the next two years' budget to work on initial Better Streets pilot projects. In addition to the initial four pilot projects, funding would be allocated for projects in every district. Other sources of funding would be researched, e.g., Proposition K bond funds, resources from other City departments, and an expanded parcel tax. Council Member Sullivan asked that programs already in place to plant trees such as the Friends of the Urban Forest be secured with a stable source of funding, and that the Better Streets Program include researching ways to prevent harm to trees.

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- Sidewalk Pocket Park Gardens: Council Member Cohen requested that Sidewalk Pocket Park Gardens be implemented into the Better Streets Program pilot projects.

- Long-Term Maintenance and Funding for Plantings and Capital Projects: Council Member Sacamano requested that long-term maintenance and funding of capital projects should be included as an essential part of the Better Streets Program. Mr. Foster discussed expanding potential around maintenance and funding from business improvement districts, community benefit districts, residential associations, and establishing apprenticeship programs.

- Green Master Plan: The idea of a San Francisco Green Master Plan to include policy, vision, implementation, and capital funds was described. Chicago's Landscape Ordinance, an urban design streetscape guideline, is being used as a model. The Chief Administrator's Office (CAO) is establishing a new Ten-Year Capital Planning Committee to do strategic long-term capital planning in San Francisco, and it was stated that a greening budget should be part of the Plan.

- Residential Benefit Districts: Council Member Fisher requested that government establish a model for neighborhood residential benefit districts to enable them to play a role in financing and implementing improvements to residential streets, increase pedestrian safety, increase beautification, and provide storm-water management.

The current contact for Mr. Foster is telephone 558-6362, email: Marshall.Foster@sfgov.org.

Public comment from Mr. Ingraham speaking in full support of the Better Streets Program.

Public comment from Ms. Lisa Vittori requesting that program input be requested not only from Urban Forest Council members and City staff, but also from diverse communities that include native plant proponents and dog owners.

6. **DISCUSSION AND ACTION:** Urban Forest Council 2005 Annual Report. Alexis Harte, Urban Forest Council Coordinator. The Council reviewed and discussed a descriptive report on the state of the urban forest in San Francisco and voted to approve this report with amendments before it will be presented to the Mayor and Board of Supervisors. (Explanatory Document: UFC 2005 Annual Report.doc)

Sponsor: Alexis Harte
Presenter: Alexis Harte

Urban Forest Council Coordinator Harte summarized the contents of the Urban Forest Council 2005 Annual Report. The Report would be submitted to the Mayor and the Board of Supervisors on September 15 based on today's discussion.

Member Costello and Grisso left the meeting during this item.

Upon Motion by Council Member Sacamano and second by Council Member Cohen, the 2005 Annual Report was approved with the following amendments:

- Page 9, Street Tree Health, second paragraph line 4 should read "However, results of the CUFR report do **not** suggest...;
- Page 10 Table "3. Street Tree Health"--shows no public trees in District 4. A clarification should be made that there are public trees in District 4 but that a health rating was not completed;
- Pages 11 & 12, "III. Urban Forestry Management and Funding, Opportunities and Challenges," to include that the significant majority of street trees are the responsibility of private property owners;
- Page 13, "Challenges," clarify third sentence, "On average, trees are visited once every 7 years...";
- Page 21, "Progress on the Comprehensive Urban Forest Plan," the seventh sentence "Written in collaboration with the Planning Department...to the City's General Plan" should be stricken from the report;
- Add data from the San Francisco Tree Council or list as an organization that did not respond;
- Include community-based permeable landscaping as part of the policies and projects that the Urban Forest Council is working on;
- Clarify the difference in fiscal year and calendar year agency revenue numbers;

- On Page 14, "Funding" delete "the Department of the Environment contributes $15,000 for underground advertising";
- The Planning Department will submit two or three sentences to add to the Report;
- Move "Agencies that did not Respond" section to the front of the Report after "Executive Summary."

VOTE: Approved with Amendments (10-0) (5 Absent)

AYES: Council Members Boss, Cohen, Fisher, Griswold, Herman, Miller, Quirke, Rodgers, Sacamano, and Sullivan

NOES: None

ABSENT: Council Members Blair, Cornell, Costello, Grisso, and Milne

Coordinator Harte advised the Urban Forest Council members that amendments should be forwarded to him before September 15, the date the Annual Report would be finalized and sent to the Board of Supervisors and the Mayor.

No public comment was heard at this time.

7. **DISCUSSION AND ACTION:** Resolution recommending that the Planning Department require a tree disclosure statement as part of all building permit applications that include exterior work, demolition or grading. (Explanatory Document: R-2005-4-UFC.doc)

Sponsor: Carolyn Blair
Presenters: Paul Sacamano, Jocelyn Cohen

Council Members Cohen and Sacamano gave an overview on the Tree Disclosure Statement Resolution and the importance of adopting the Resolution. Council Member Rodgers spoke in favor of the Resolution and mentioned concerns that Planning Department members expressed that people protesting projects would use this as a potential way to slow down projects. She recommended that the Board of Supervisors and Mayor's Office instruct the Planning Department to implement this process. Council Member Sullivan recommended that the Tree Disclosure Statement Resolution be limited to public right of way trees, not private-property trees.

Upon Motion by Council Member Sacamano and second by Council Member Quirke, the Tree Disclosure Statement Resolution R-2005-04-UFC as presented was voted on and not adopted by the following vote:

VOTE: Not Adopted (3 AYES; 7 NOES) (5 Absent)

AYES: Council Members Cohen, Miller and Rodgers

NOES: Council Members Boss, Fisher, Griswold, Herman, Quirke, Sacamano and Sullivan.

ABSENT: Council Members Blair, Cornell, Costello, Grisso and Milne

Upon Motion by Council Member Rodgers and second by Council Member Quirke, the following amendments to the Tree Disclosure Statement Resolution R-2005-04-UFC were adopted:

- Page 2, line 11, delete before the word "landmark", the words "significant/and or";
- Page 2, line 12 add commas after "practices," "procedures," and add the words "and mitigation" after the word "procedures".

VOTE: Amendments Adopted (10-0) (5 Absent)

AYES: Council Members Boss, Cohen, Fisher, Griswold, Herman, Miller, Quirke, Rodgers, Sacamano, and Sullivan

NOES: None

ABSENT: Council Members Blair, Cornell, Costello, Grisso and Milne

Upon Motion by Council Member Rodgers and second by Council Member Quirke, the Tree Disclosure Statement Resolution R-2005-04-UFC was adopted with amendments by the following vote:

VOTE: Resolution Adopted with Amendments (9-1) (5 Absent)

AYES: Council Members Boss, Cohen, Fisher, Griswold, Herman, Miller, Quirke, Rodgers, and Sacamano

NOES: Council Member Sullivan

ABSENT: Council Members Blair, Cornell, Costello, Grisso and Milne

8. **DISCUSSION AND ACTION:** Resolution in Support of Plant*SF: The Urban Forest Council discussed and voted to approve a resolution in support of the mandate and activities of Plant*SF with amendments. (Explanatory Document: R-2005-05-UFC.doc)

Council Member Harte described the Amendment of the Whole to the original Resolution that requests that the Board of Supervisors recommend the work of Plant*SF, Sidewalk Pocket Park Gardens and other projects that promote community-based permeable landscaping and public open-space gardens located on public rights-of-way.

Upon Motion by Council Member Sacamano and second by Council Member Sullivan the following amendment was adopted:

- Page 1, Lines 3 and 21 add the words "Mayor and the" before "the Board of Supervisors";

Upon Motion by Council Member Cohen and second by Council Member Fisher, the following amendments were adopted:

- Add two paragraphs starting with Page 1, Line 12 (moving the existing text to Line 16):

WHEREAS, Sidewalk Pocket Park Gardens transform a small sidewalk cutout for trees into enlarged space for roots resulting in infrastructure savings on sidewalk replacement; and,

WHEREAS, Sidewalk gardens provide better conditions for trees, allowing for longer lives, more vibrant canopies and optimal size and stature; and,

VOTE: Amendments Adopted (10-0) (5 Absent)

AYES: Council Members Boss, Cohen, Fisher, Griswold, Herman, Miller, Quirke, Rodgers, Sacamano, and Sullivan

NOES: None

ABSENT: Council Members Blair, Cornell, Costello, Grisso and Milne

Upon Motion by Council Member Fisher and second by Council Member Sacamano, Resolution R-2005-05-UFC was adopted with amendments by the following vote:

VOTE: Resolution Adopted with Amendments (10-0) (5 Absent)

AYES: Council Members Boss, Cohen, Fisher, Griswold, Herman, Miller, Quirke, Rodgers, Sacamano, and Sullivan

NOES: None

ABSENT: Council Members Blair, Cornell, Costello, Grisso and Milne

9. **CHAIR'S ANNOUNCEMENTS:** Vice-Chair Quirke announced that on Wednesday, September 14, 2005 at 5:30 p.m. a reception is scheduled followed by a talk at 6:00 p.m. through 8:00 p.m. by the head of the Department of Neighborhoods in Seattle at the Milton Marks Auditorium, 455 Golden Gate Avenue.

Council Member Griswold announced the following Golden Gate National Parks' Trails events on September 10 and 19:

1. Lands End Forest Walk Saturday 9/10, 9:30am-12:30 pm
Meeting Location: Merrie Way Parking Lot, Lands End trailhead (above Sutro Baths)

Join Professor Joe McBride for an informational walk along the Coastal Trail at Lands End. Gain an in-depth understanding of the history of the Lands End Forest - how it was planted and its current health. For more information visit http://www.parksconservancy.org/ourwork/trailsforever.php. Registration is required (40

person limit). RSVP to Maggie at mperry@parksconservancy.org mail to: mperry@parksconservancy.org or 415-561-3092.

2. Lands End Forest Presentation Monday 9/19, 7:00-9:00 pm
Meeting Location: Crissy Field Center

Professor Joe McBride will be giving an informational talk on the history of the Lands End Forest - how it was planted and its current health. For more information visit http://www.parksconservancy.org/ourwork/trailsforever.php. RSVP to Maggie at mperry@parksconservancy.org mailto:mperry@parksconservancy.org or 415-561-3092.

No public comment was heard at this time.

10. **INFORMATION**: New Business. The pruning brochure is going to the designer and should be available in November or December. Grace Ma, Urban Forest Council Associate requested tree photos for the brochure.

11. **PUBLIC COMMENT:** Members of the public may address the Council on matters that are within the Council's jurisdiction and are not on today's agenda. No public comment was heard at this time.

12. **ADJOURNMENT**: The meeting adjourned at 12:30 p.m.

The next Regular Meeting of the Urban Forest Council is scheduled for Tuesday, October 25, 2005 at 5:30 p.m., City Hall, Room 416.

Copies of explanatory documents are available to the public at the Department of the Environment, 11 Grove Street, San Francisco, California between the hours of 9 a.m. and 5 p.m., or when possible, on the Department of Environment's webpage: **www.sfenvironment.com/**; or, upon request to the Council Secretary, at the above address or telephone number 415-355-3709, or via e-mail at **Monica.Fish@Sfgov.org.**

Respectfully submitted by:

Monica Fish, Council Secretary

Approved: October 25, 2005

SF Environment

GAVIN NEWSOM, MAYOR
JARED BLUMENFELD, DIRECTOR

CITY AND COUNTY OF SAN FRANCISCO
DEPARTMENT OF THE ENVIRONMENT
URBAN FOREST COUNCIL

Regular Meeting Notice and Agenda

Tuesday, October 25, 2005, 5:30 p.m.
City Hall, Room 416
One Dr. Carlton B. Goodlett Place
San Francisco, CA 94102

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Terry Milne
Chair

Carolyn Blair
Mike Boss
Jocelyn Cohen
Dr. Larry Costello
Bonnie Fisher
Kelly Cornell
SF Recreation & Park Department

Steve Griswold
Lena Miller
Kelly Quirke
Michael J. Sullivan

Jane Herman
SF Public Utilities Commission

David Habert
SF Redevelopment Agency

AnMarie Rodgers
SF Planning Department

Paul Sacamano
SF Department of Public Works

Alexis Harte
Urban Forest Council Coordinator

Grace Ma
Urban Forest Council Associate

Monica Fish
Urban Forest Council Secretary

11 Grove Street, San Francisco, California 94102
www.sfenvironment.com
Telephone (415) 355-3709 Fax 554-6393 E-mail: SFUrbanForestCouncil@sfgov.org

Public comment will be taken before the Council takes action on any item.

Order of Business

AGENDA

1. **CALL TO ORDER**

2. **ROLL CALL**

3. **ACTION**: Adoption of minutes of the September 9, 2005 Urban Forest Council Regular Meeting. (Explanatory Document: Draft Minutes of the September 9, 2005 Regular Meeting.)

4. **PRESENTATION AND DISCUSSION**: Tree Law in San Francisco: Bringing Peace to the Neighborhood. Barri Bonapart, Bonapart & Associates; Chuck Regal, Community Boards San Francisco. Ms. Bonapart will discuss her legal experience with private tree disputes such as trees along property lines, tree maintenance, tree removal, and liability. Mr. Regal will explain the role of mediation in resolving tree conflicts between residents.

 Sponsor: Alexis Harte
 Presenters: Barri Bonapart, Bonapart & Associates
 Chuck Regal, Community Boards San Francisco

5. **INFORMATION**: Planning Department Resolution for the Tree Disclosure Form. Ms. Rodgers will provide an update on the Planning Department's work on tree disclosure forms and procedures during construction and development.

 Sponsor: Carolyn Blair
 Presenter: AnMarie Rodgers

6. **INFORMATION**: Proposed Tree Preservation Ordinances. Mr. Harte will provide an update on the Significant and Landmark Tree Ordinance by Supervisor Chris Daly and the Landmark Tree Ordinance by Supervisor Jake McGoldrick.

 Sponsor: Alexis Harte
 Presenter: Alexis Harte

7. **DISCUSSION**: City Pruning Standards. As part of the UFC Street Tree Action Plan, the Department of the Environment has compiled tree pruning standards for city workers, managers and contractors. (Explanatory document: City Pruning Standards.doc)

 Sponsor: Alexis Harte
 Presenter: Alexis Harte

8. **INFORMATION:** Urban Forest Coordinator Report Alexis Harte, Urban Forest Coordinator. Mr. Harte will provide updates on UFC administrative and programmatic operations relating to research, planning, funding, outreach, and other related activities.

9. **COMMITTEE REPORTS:**

 - Funding Committee
 Chair, Michael Sullivan

The next meeting will be on November 22 at 12:00 p.m. at 11 Grove Street.

- Planning & Policy Committee
 Chair, Paul Sacamano
 The next meeting will be on November 16 at 4:00 p.m. at 11 Grove Street.

10. **CHAIR's ANNOUNCEMENTS**: Terry Milne, Chair, Urban Forest Council.

11. **INFORMATION**: New Business

12. **PUBLIC COMMENT**: Members of the public may address the Council on matters that are within the Council's jurisdiction and are not on today's agenda.

13. **ADJOURNMENT**

Public Comment

At this time, members of the public may address the Council on items of interest that are within the subject matter jurisdiction of the Council but are not on today's agenda. Public comment will be taken following each agendized item. Each member of the public may address the Council for up to three minutes, unless otherwise announced by the Chair. If it is demonstrated that the comments by the public will exceed 15 minutes, the Chair may continue Public Comment to another time during the meeting.

The Brown Act forbids the Council from taking action or discussing any item or issue not appearing on the posted agenda. This rule applies to issues raised in public comment as well. In response to public comment, not on an agendized item, the Council is limited to:

1. Briefly responding to statements made or questions posed by members of the public, or
2. Request staff to report back on a matter at a subsequent meeting, or
3. Directing staff to place the item or issue on a future agenda (Government Code Section 54954.2(a).)

Disability Access

The Urban Forest Council meetings will be held in Room 400 or 416, City Hall, 1 Dr. Carlton B. Goodlett Place, San Francisco, CA. The Council meeting room is wheelchair accessible. The closest accessible BART station is the Civic Center Station at United Nations Plaza and Market Street. Accessible MUNI lines serving this location are: #42 Downtown Loop, and #71 Haight/Noriega and the F Line to Market and Van Ness and the Metro Stations at Van Ness and Market and at Civic Center. For information about MUNI accessible services call (415) 923-6142. There is accessible curbside parking adjacent to City Hall on Grove Street and Van Ness Avenue and in the vicinity of the Veterans Building at 401 Van Ness Avenue adjacent to Davies Hall and the War Memorial Complex.

The following services are available on request 48 hours prior to the meeting; except for Monday meetings, for which the deadline shall be 4:00 p.m. of the last business day of the preceding week: For American sign language interpreters or the use of a reader during a meeting, a sound enhancement system, and/or alternative formats of the agenda and minutes, please contact Monica Fish at (415) 355-3709 to make arrangements for the accommodation. Late requests will be honored, if possible.

In order to assist the City's efforts to accommodate persons with severe allergies, environmental illnesses, multiple chemical sensitivity or related disabilities, attendees at public meetings are reminded that other attendees may be sensitive to various chemical based products. Please help the City accommodate these individuals. Individuals with chemical sensitivity or related disabilities should call the Mayor's Office on Disability accessibility hotline at (415) 554-6060.

Know your rights under the Sunshine Ordinance
(Chapter 67 of the San Francisco Administrative Code)

Government's duty is to serve the public, reaching its decisions in full view of the public. Commissions, boards, councils, and other agencies of the City and County exist to conduct the people's business. This ordinance assures that deliberations are conducted before the people and that City operations are open to the people's review. For more information on your rights under the Sunshine Ordinance or to report a violation of the ordinance, contact the Sunshine Ordinance Task Force, Frank Darby, Sunshine Task Force Administrator, City Hall, Room 409, 1 Dr. Carlton B. Goodlett Place, San Francisco, CA 94102-4683 at Phone No.: (415) 554-7724; Fax No.: (415) 554-7854; E-mail: sotf@sfgov.org. Copies of the Sunshine Ordinance can be obtained from the Clerk of the Sunshine Task Force, the San Francisco Public Library and on the City's website at www.sfgov.org.

The ringing of and use of cell phones, pagers and similar sound-producing electronic devices are prohibited at this meeting. Please be advised that the Chair may order the removal from the meeting room of any person(s) responsible for the ringing or use of a cell phone, pager, or other similar sound-producing electronic devices.

Lobbyist Registration and Reporting Requirements

Individuals and entities that influence or attempt to influence local legislative or administrative action may be required by the San Francisco Lobbyist Ordinance [SF Campaign & Governmental Conduct Code §2.100, et. seq] to register and report lobbying activity. For more information about the Lobbyist Ordinance, please contact the Ethics Commission at: 30 Van Ness Avenue, Suite 3900, San Francisco, CA 94102; telephone (415) 581-2300, fax (415) 581-2317; web site at www.sfgov.org/ethics.

Other Important Information

Copies of explanatory documents are available to the public at Department of Environment, 11 Grove Street, San Francisco, California between the hours of 9 a.m. and 5 p.m., or when possible, on the Department of Environment's webpage: **www.sfenvironment.com/**; or, upon request to the Council Secretary, at the above address or telephone number 415-355-3709, or via e-mail at **Monica.Fish@Sfgov.org** within three business days of a meeting.

When bringing handouts to meetings, please photocopy on both sides of the paper and try to use post-consumer recycled or tree-free paper. Also, please bring sufficient copies of handouts for both the Commission and the public.

Urban Forest Council
San Francisco Department of the Environment
City and County of San Francisco
11 Grove Street
San Francisco, CA 94102

Posted: October 18, 2005

City and County of San Francisco
Urban Forest Council
Tree Pruning Standards for
City Agencies, Contractors and Private Industry
October 2005

Introduction

This document provides basic standards for tree care and maintenance within the City and County of San Francisco. It highlights key concepts from guidelines developed by the International Society of Arboriculture (ISA) and American National Standards Institute (ANSI) respectively. The rationale for applying certain practices while avoiding others is based on current arboricultural knowledge (see *References and Additional Resources*). While these standards apply to City and County of San Francisco government employees and managers, contractors, and private green industry employees working on public trees, they also generally provide a sound basis for the care of privately owned trees.

Foundation for standards

The City of San Francisco recognizes the following benchmark standards for tree pruning and maintenance:

1. American National Standards Institute (ANSI) A300 Pruning Standards, ANSI Z133.1 Safety Standards
2. International Society of Arboriculture (ISA) Tree Pruning Guidelines
3. ISA Best Management Practices Tree Pruning

Occupational health and safety standards in the workplace should be observed at all times. City arborists, managers, related personnel and contractors are requested to retain and use copies of the aforementioned publications. To order full copies of the standards, please contact ISA and ANSI (see *References*).

Reasons to prune

- Reduce potential hazards
- Safety and security
- Provide clearance for pedestrians, vehicles, and buildings
- Reduce future maintenance costs
- Improve aesthetic appeal
- Create strong structure
- Influence flowering or fruiting

Prohibited practices

A. No more than 25% of a healthy tree's foliage should be removed in one growing season. This reduces the ability of a tree to photosynthesize and creates unnecessary stress.

B. The practice of removing two-thirds of the foliage on a given branch (known as **lions-tailing**) is not acceptable. This changes the structural dynamics of a tree, which can lead to branch failure. Also, it opens the tree up to sunscald and reduces the number of leaves making and storing energy. If the goal is to increase light through and under the canopy, selectively thinning tree branches is a better technique than lions-tailing.

C. It is important to selectively remove branches throughout the tree—not just at the bottom. Removing branches at the bottom when it is unnecessary is sometimes called **limbing up**. This can cause a tall spindly tree to form, and it can also reduce trunk flare and reduction of girth of the tree. These lower branches help keep the vigor in the lower portion and not just in the tips. This is especially important in conifers.

D. Topping is not permitted. Avoid heading cuts whenever possible since it is better to prune back to a significant lateral branch that is at least one-third the size of the main branch. These cuts can stimulate the growth of weakly attached branches, which are not attractive and require immediate and ongoing maintenance.

E. Do not leave stubs on a tree after pruning. Likewise, no cuts can extend into the branch collar of the tree. Cutting back to an intact branch collar allows a tree to compartmentalize the wound and block disease and pests.

F. Do not prune above the designated street (14 feet) and sidewalk (8 feet) clearances without a permit from the Department of Public Works.

G. Do not apply any maintenance related activity such as excessive pruning, mechanical damage, girdling of limbs, trunk or roots that could result in the death of a tree or severe injury.

NOTE: Exceptions may be allowed under emergency or special conditions. Apply to the Department of Public Works, Bureau of Urban Forestry for permit exemptions to prohibited practices.

Young Tree Pruning

All qualified arborists working on public trees must understand and apply ISA and ANSI guidelines for pruning.

A. Wait one year after planting to remove branches unless they are dead, dying or broken.

B. At least one half of a tree's foliage should be on branches in the lower two thirds of a tree.

C. Training young trees will improve their health, structure, safety and longevity. Properly pruning trees will encourage trunk taper, early rapid growth and good selection of permanent main branches. When young street trees mature, they will need to meet the required clearances of 14 feet above the street and 8 feet above the sidewalk.

D. Five principles for pruning young trees come from "Training Young Trees for Structure and Form" by Larry Costello. In addition, *An Illustrated Guide to Pruning* by Edward F. Gilman has good drawings and examples.

1) Remove broken, diseased, dying or dead branches.
2) Select a main leader and remove competing leaders.
3) Select the lowest permanent branch or lowest scaffold branch.
4) Select scaffold branches and cut back or remove competing branches.
5) Select temporary branches below the lowest permanent branch.

Mature Tree Pruning

All qualified arborists working on public trees must understand and apply ISA and ANSI guidelines for pruning.

A. In San Francisco, street tree branches shall be 14 feet above the street and 8 feet above the sidewalk.

B. Large mature trees are demanding to prune and sensitive to disturbances, thus they should be minimally pruned. Removing deadwood and diseased branches is reasonable and responsible.

C. Climbing techniques shall not injure the tree. No climbing hooks or spurs are permitted.

D. Mature tree pruning includes the following pruning techniques, which are described in the ISA and ANSI standards

- Crown Cleaning
- Crown Thinning
- Crown Raising
- Crown Reduction
- Crown Restoration
- Utility Pruning

Stressed Tree Pruning

A. Young stressed or sickly trees shall be minimally pruned or not cut at all.

B. Stressed trees of any age or size should be minimally pruned to prevent additional stress to the tree.

C. Crown thinning, reduction and restoration can be used on mature trees that have been neglected if it is thought that pruning will contribute to improved health or structure.

D. Once all immediate hazards in a tree have been addressed, reserve any further pruning until deadwood appears, which can occur several years after an event that injures or damages a tree.

Best Pruning Times

A. Prune to remove dead, dying, diseased or broken branches at any time of year.

B. Pruning when trees are dormant minimizes stress, pest and disease infection. Generally the best time to prune trees is prior to bud break in the spring. The most detrimental time to prune is the period of rapid twig and leaf growth that follows initial bud break since it drains the tree of valuable energy reserves when they are most needed. In San Francisco, dormancy varies by tree species and neighborhood microclimate. Deciduous and evergreen trees are generally dormant from December to February. However, many California natives are dormant in summer.

From the *City of Palo Alto, Tree Technical Manual* (2001):

- Pine (*Pinus spp.*) or Elm (*Ulmus spp.*): Do not prune May-October.
- All species: Do not prune during the flush of spring shoot growth.
- Trees with thin bark: Do not prune during summer when sun scald injury may occur.
- Deciduous trees (leafless in winter): Best pruned November-February.
- Hazardous trees of any species may be pruned any time of the year for abatement reasons.

C. Check with the University of California Cooperative Extension Office about diseases affecting your particular species of tree.

Grid pruning [comprehensive plan?]

There is a need for systematic pruning during the first 30 years of a tree's life. This formative pruning will improve structure, reduce hazards and save money in the long-term. Establishing good structure and form in young trees will prevent future hazards and liability. Common problems like included crotches and multiple leaders are easy to correct in young trees, but difficult to fix in larger older trees. Furthermore, consistent pruning saves labor and money by reducing the destruction of property due to tree failure, high pruning costs to remove large limbs, and liability. Meanwhile, it increases the lifespan of trees, thereby reducing removal, planting and establishment costs.

In the arboricultural industry, systematic pruning on a citywide scale is often referred to as **grid pruning**. The San Francisco Urban Forest Council recommended a 3-year

pruning cycle for DPW maintained street trees in the **Street Action Plan** along with funding options. Do we need to specify the pruning regime?

Taking into account different tree species, what is the ideal pruning cycle? Todd's example:

Planting – crown cleaning – dead diseased dying
Year 3 – corrective, structural pruning and standard pruning
Year 8 – corrective structural pruning and standard pruning
Year 13 – etc. etc. etc.

References

International Society of Arboriculture
P.O. Box 3129, Champaign, IL 61826
isa@isa-arbor.com
http://www.isa-arbor.com/
http://secure.isa-arbor.com/store/

Publication title: ISA Best Management Practices 2002
SKU: P1314 $7.00

Publication title: Tree-Pruning Guidelines 1995
Hard copy not available for purchase

American National Standards Institute
1819 L Street, NW Suite 600
Washington, DC 20036
(202) 293-8020
http://www.ansi.org/

Publication title: ANSI A300 (Part 1)-2001: Tree Care Operations - Tree, Shrub and Other Woody Plant Maintenance - Standard Practices (revision and redesignation of ANSI A300-1995) (includes supplements)

Additional Resources

An Illustrated Guide to Pruning by Edward F. Gilman
Arboriculture: Integrated Management of Landscape Trees, Shrubs and Vines by Richard W. Harris, James R. Clark, and Nelda P. Matheny.
How to Prune Fruit Trees by R. Sanford Martin
Training Young Trees for Form and Structure by Larry Costello

Contact information

Department of Public Works, Bureau of Urban Forestry
(415) 554-6700
http://www.sfgov.org/sfdpw/trees

Department of the Environment
(415) 355-3700
http://www.sfenvironment.com/

University of California Cooperative Extension
San Mateo-San Francisco Counties
(650) 726-9059
http://cesanmateo.ucdavis.edu/

SF *Environment*

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GAVIN NEWSOM
Mayor

JARED BLUMENFELD
Director

CITY AND COUNTY OF SAN FRANCISCO
DEPARTMENT OF THE ENVIRONMENT

URBAN FOREST COUNCIL
REGULAR MEETING

DRAFT MINUTES

Tuesday, October 25, 2005, 5:30 p.m.

City Hall, Room 416
One Dr. Carlton B. Goodlett Place
San Francisco, CA 94102

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1. **CALL TO ORDER**: The meeting was called to order at 5:40 p.m.

2. **ROLL CALL**: Present: Council Members Blair, Boss (arrived at 5:55 p.m.), Cohen, Costello, Griswold, Miller, Milne, Quirke, Rodgers, and Sacamano; Excused: Council Members Cornell, Fisher, Habert, Herman and Sullivan.

3. **ACTION**: Adoption of minutes of the September 9, 2005 Urban Forest Council Regular Meeting. Upon motion by Council Member Blair and second by Council Member Quirke, the Minutes of the September 9, 2005 Regular Meeting were unanimously adopted with an amendment to correct page 8, the line that starts with "The next Regular Meeting..." to read the start time as "5:30 p.m." instead of "5:00 p.m." No public comment was heard at this time.

 AYES: Council Members Blair, Cohen, Costello, Griswold, Miller, Milne, Quirke, Rodgers and Sacamano

 NOES: None

 ABSENT: Council Members Boss, Cornell, Fisher, Habert, Herman and Sullivan

11 Grove Street, San Francisco, California 94102
www.sfenvironment.com
Telephone (415) 355-3709 Fax 554-6393 E-mail: SFUrbanForestCouncil@sfgov.org

4. **PRESENTATION AND DISCUSSION**: Tree Law in San Francisco: Bringing Peace to the Neighborhood. Barri Bonapart, Bonapart & Associates; Chuck Regal, Community Boards San Francisco.

Sponsor: Alexis Harte
Presenters: Barri Bonapart, Bonapart & Associates
Chuck Regal, Community Boards San Francisco

Ms. Bonapart discussed her legal experience with private tree disputes such as trees along property lines, tree maintenance, tree removal, and liability. Three main topics that were discussed included:

(1) What rights of self-help are there—people's rights to cut encroaching limbs and roots on property lines, dispute resolution suggestions, and establishing ownership of trees as defined in Civil Code Sections 833 and 834;

(2) San Francisco's Public Works Code Article 16.1--Tree Dispute Resolution Ordinance, that creates rights in favor of private property owners relating to the restoration of sunlight or views lost due to tree growth and sets a procedure for the resolution of disputes concerning those rights; and

(3) Hazard trees and property owner liability and insurance company responsibility.

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Sponsor: Carolyn Blair
Presenter: AnMarie Rodgers

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Member Boss asked if the Urban Forest Council could formally do anything about the 1070 Sanchez Street tree. Coordinator Harte advised that the law at this time does not provide protection for private property trees, but the Landmark Tree Ordinance would address these issues. Member Rodgers advised that there is an appeal process for approved permits.

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Coordinator Harte provided updates on Urban Forest Council (UFC) administrative and programmatic operations relating to research, planning, funding, outreach, and other related activities as outlined in the Urban Forest Council Coordinator Report dated October 25, 2005. Main topics discussed:

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- Council Members to review the "Policy on Discriminatory or Harassing Remarks made at Public Meetings of City Boards and Commissions" that was included in the meeting packet.

- Council Members were requested to send in future discussion topics for 2006. (A form is available for submitting topic presentations.)

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Member Cohen announced that a "Directory of Aesthetic Pruners of Ornamental Trees and Shrubs" was handed out in Council Meeting. Member Milne recommended that a group(s) on the list make a presentation at the next Council meeting.

12. **PUBLIC COMMENT:** Members of the public may address the Council on matters that are within the Council's jurisdiction and are not on today's agenda.

 Public Comment: Ms. Tracey Hughes commented on the Transportation Authority's proposal for a bus rapid transit for Van Ness and Geary that may cause trees to be cut down on Van Ness Avenue. A discussion was held that the project includes other alternatives to cutting the trees. A recommendation was made to invite the Transportation Authority to discuss this topic at a future meeting.

13. **ADJOURNMENT**: The meeting adjourned at 8:05 p.m.

 The next Regular Meeting of the Urban Forest Council is scheduled for Friday, December 9, 2005 at 5:30 p.m., at City Hall, Room 400.

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Respectfully submitted by:

Monica Fish, Council Secretary

Adopted:

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Our home. Our city. Our planet.

GAVIN NEWSOM
Mayor

JARED BLUMENFELD
Director

CITY AND COUNTY OF SAN FRANCISCO
DEPARTMENT OF THE ENVIRONMENT

URBAN FORESTRY COUNCIL
REGULAR MEETING

APPROVED MINUTES

Tuesday, October 25, 2005, 5:30 p.m.

City Hall, Room 416
One Dr. Carlton B. Goodlett Place
San Francisco, CA 94102

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1/25/05
approved

DOCUMENTS DEPT.

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1. **CALL TO ORDER**: The meeting was called to order at 5:40 p.m.

2. **ROLL CALL**: Present: Council Members Blair, Boss (arrived at 5:55 p.m.), Cohen, Costello, Griswold, Miller, Milne, Quirke, Rodgers, and Sacamano; Excused: Council Members Cornell, Fisher, Habert, Herman and Sullivan.

3. **ACTION**: Adoption of minutes of the September 9, 2005 Urban Forest Council Regular Meeting. Upon motion by Council Member Blair and second by Council Member Quirke, the Minutes of the September 9, 2005 Regular Meeting were unanimously adopted with an amendment to correct page 8, the line that starts with "The next Regular Meeting..." to read the start time as "5:30 p.m." instead of "5:00 p.m." No public comment was heard at this time.

 AYES: Council Members Blair, Cohen, Costello, Griswold, Miller, Milne, Quirke, Rodgers and Sacamano

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4. **PRESENTATION AND DISCUSSION**: Tree Law in San Francisco: Bringing Peace to the Neighborhood. Barri Bonapart, Bonapart & Associates; Chuck Regal, Community Boards San Francisco.

Sponsor: Alexis Harte
Presenters: Barri Bonapart, Bonapart & Associates
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Ms. Bonapart discussed her legal experience with private tree disputes such as trees along property lines, tree maintenance, tree removal, and liability. Three main topics that were discussed included:

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Respectfully submitted by:

Monica Fish, Council Secretary

Adopted: January 13, 2006

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CITY AND COUNTY OF SAN FRANCISCO
DEPARTMENT OF THE ENVIRONMENT

URBAN FORESTRY COUNCIL
REGULAR MEETING

APPROVED MINUTES

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City Hall, Room 416
One Dr. Carlton B. Goodlett Place
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13. **ADJOURNMENT**: The meeting adjourned at 8:05 p.m.

 The next Regular Meeting of the Urban Forest Council is scheduled for Friday, December 9, 2005 at 10:00 a.m., at City Hall, Room 400.

Copies of explanatory documents are available to the public at Department of the Environment, 11 Grove Street, San Francisco, California between the hours of 9 a.m. and 5 p.m., or when possible, on the Department of Environment's webpage: www.sfenvironment.com/; or, upon request to the Council Secretary, at the above address or telephone number 415-355-3709, or via e-mail at Monica.Fish@Sfgov.org.

Respectfully submitted by:

Monica Fish, Council Secretary

Adopted: January 13, 2006

SF Environment

GAVIN NEWSOM, MAYOR
JARED BLUMENFELD, DIRECTOR

CITY AND COUNTY OF SAN FRANCISCO
DEPARTMENT OF THE ENVIRONMENT
URBAN FOREST COUNCIL

Regular Meeting Notice and Agenda

Friday, December 9, 2005, 10:00 AM
City Hall, Room 400
One Dr. Carlton B. Goodlett Place
San Francisco, CA 94102

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Chair

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Mike Boss
Jocelyn Cohen
Dr. Larry Costello
Bonnie Fisher
Kelly Cornell
SF Recreation & Park Department

Steve Griswold
Lena Miller
Kelly Quirke
Michael J. Sullivan

Jane Herman
SF Public Utilities Commission

David Habert
SF Redevelopment Agency

AnMarie Rodgers
SF Planning Department

Paul Sacamano
SF Department of Public Works

Alexis Harte
Urban Forest Council Coordinator

Grace Ma
Urban Forest Council Associate

Monica Fish
Urban Forest Council Secretary

11 Grove Street, San Francisco, California 94102
www.sfenvironment.com
Telephone (415) 355-3709 Fax 554-6393 E-mail: SFUrbanForestCouncil@sfgov.org

Public comment will be taken before the Council takes action on any item.

Order of Business

AGENDA

1. **CALL TO ORDER**

2. **ROLL CALL**

3. **ACTION**: Adoption of minutes of the Regular October 25, 2005 Urban Forest Council Meeting. (Explanatory Document: Draft Minutes of the Regular October 25, 2005 Meeting.)

4. **DISCUSSION**: Comprehensive Plan: Dr. Jim Clark, HortScience. Mr. Clark will present his latest draft of the Comprehensive Plan and Council members may discuss it. (Explanatory document: Urban Forest Plan-draft-Nov05.doc)

 Sponsor: Alexis Harte
 Presenter: Jim Clark, HortScience

5. **DISCUSSION AND POSSIBLE ACTION**: City Pruning Standards. Council members will review City Pruning Standards and may vote on a resolution recommending the formal inclusion of these standards in City and County code. (Explanatory documents: City Pruning Standards 5.doc, File R-2005-4 Supporting uniform pruning standards.doc)

 Sponsor: Alexis Harte
 Presenter: Alexis Harte

6. **INFORMATION**: Urban Forest Coordinator Report Alexis Harte, Urban Forest Coordinator. Mr. Harte will provide updates on UFC administrative and programmatic operations relating to research, planning, funding, outreach, and other related activities.

7. **COMMITTEE REPORTS**:

 - Funding Committee
 Chair, Michael Sullivan
 The next meeting will be on January 24, 2006 at 12:00 PM at 11 Grove Street.

 - Planning & Policy Committee
 Chair, Paul Sacamano
 The next meeting will be on December 15, 2005 at 4:00 PM at 11 Grove Street.

8. **CHAIR's ANNOUNCEMENTS**: Terry Milne, Chair, Urban Forest Council.

9. **INFORMATION**: New Business

10. **PUBLIC COMMENT**: Members of the public may address the Council on matters that are within the Council's jurisdiction and are not on today's agenda.

11. **ADJOURNMENT**

Public Comment

At this time, members of the public may address the Council on items of interest that are within the subject matter jurisdiction of the Council but are not on today's agenda. Public comment will be taken following each agendized item. Each member of the public may address the Council for up to three minutes, unless otherwise announced by the Chair. If it is demonstrated that the comments by the public will exceed 15 minutes, the Chair may continue Public Comment to another time during the meeting.

The Brown Act forbids the Council from taking action or discussing any item or issue not appearing on the posted agenda. This rule applies to issues raised in public comment as well. In response to public comment, not on an agendized item, the Council is limited to:

1. Briefly responding to statements made or questions posed by members of the public, or
2. Request staff to report back on a matter at a subsequent meeting, or
3. Directing staff to place the item or issue on a future agenda (Government Code Section 54954.2(a).)

Disability Access

The Urban Forest Council meetings will be held in Room 400 or 416, City Hall, 1 Dr. Carlton B. Goodlett Place, San Francisco, CA. The Council meeting room is wheelchair accessible. The closest accessible BART station is the Civic Center Station at United Nations Plaza and Market Street. Accessible MUNI lines serving this location are: #42 Downtown Loop, and #71 Haight/Noriega and the F Line to Market and Van Ness and the Metro Stations at Van Ness and Market and at Civic Center. For information about MUNI accessible services call (415) 923-6142. There is accessible curbside parking adjacent to City Hall on Grove Street and Van Ness Avenue and in the vicinity of the Veterans Building at 401 Van Ness Avenue adjacent to Davies Hall and the War Memorial Complex.

The following services are available on request 48 hours prior to the meeting; except for Monday meetings, for which the deadline shall be 4:00 p.m. of the last business day of the preceding week: For American sign language interpreters or the use of a reader during a meeting, a sound enhancement system, and/or alternative formats of the agenda and minutes, please contact Monica Fish at (415) 355-3709 to make arrangements for the accommodation. Late requests will be honored, if possible.

In order to assist the City's efforts to accommodate persons with severe allergies, environmental illnesses, multiple chemical sensitivity or related disabilities, attendees at public meetings are reminded that other attendees may be sensitive to various chemical based products. Please help the City accommodate these individuals. Individuals with chemical sensitivity or related disabilities should call the Mayor's Office on Disability accessibility hotline at (415) 554-6060.

Know your rights under the Sunshine Ordinance (Chapter 67 of the San Francisco Administrative Code)

Government's duty is to serve the public, reaching its decisions in full view of the public. Commissions, boards, councils, and other agencies of the City and County exist to conduct the people's business. This ordinance assures that deliberations are conducted before the people and that City operations are open to the people's review. For more information on your rights under the Sunshine Ordinance or to report a violation of the ordinance, contact the Sunshine Ordinance Task Force, Frank Darby, Sunshine Task Force Administrator, City Hall, Room 409, 1 Dr. Carlton B. Goodlett Place, San Francisco, CA 94102-4683 at Phone No.: (415) 554-7724; Fax No.: (415) 554-7854; E-mail: sotf@sfgov.org. Copies of the Sunshine Ordinance can be obtained from the Clerk of the Sunshine Task Force, the San Francisco Public Library and on the City's website at www.sfgov.org.

The ringing of and use of cell phones, pagers and similar sound-producing electronic devices are prohibited at this meeting. Please be advised that the Chair may order the removal from the meeting room of any person(s) responsible for the ringing or use of a cell phone, pager, or other similar sound-producing electronic devices.

Lobbyist Registration and Reporting Requirements

Individuals and entities that influence or attempt to influence local legislative or administrative action may be required by the San Francisco Lobbyist Ordinance [SF Campaign & Governmental Conduct Code §2.100, et. seq] to register and report lobbying activity. For more information about the Lobbyist Ordinance, please contact the Ethics Commission at: 30 Van Ness Avenue, Suite 3900, San Francisco, CA 94102; telephone (415) 581-2300, fax (415) 581-2317; web site at www.sfgov.org/ethics.

Other Important Information

Copies of explanatory documents are available to the public at Department of Environment, 11 Grove Street, San Francisco, California between the hours of 9 a.m. and 5 p.m., or when possible, on the Department of Environment's webpage: **www.sfenvironment.com/**; or, upon request to the Council Secretary, at the above address or telephone number 415-355-3709, or via e-mail at **Monica.Fish@Sfgov.org** within three business days of a meeting.

When bringing handouts to meetings, please photocopy on both sides of the paper and try to use post-consumer recycled or tree-free paper. Also, please bring sufficient copies of handouts for both the Commission and the public.

Urban Forest Council
San Francisco Department of the Environment
City and County of San Francisco
11 Grove Street
San Francisco, CA 94102

Posted: December 5, 2005

SF Environment
Our home. Our city. Our planet.

GAVIN NEWSOM
Mayor

JARED BLUMENFELD
Director

MEETING DATE: December 9, 2005 **ITEM NO. 4**

URBAN FOREST COUNCIL

AGENDA PACKET CONTENTS LIST*

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***This list reflects the explanatory documents provided.**

11 Grove Street, San Francisco, California 94102
www.sfenvironment.com
Telephone (415) 355-3709 Fax 554-6393 E-mail: SFUrbanForestCouncil@sfgov.org

Urban Forest Plan -- DRAFT

City & County of San Francisco

PREPARED FOR:

Urban Forest Council
City & County of San Francisco
11 Grove Street
San Francisco CA 94102

PREPARED BY:

HortScience, Inc.
P.O. Box 754
Pleasanton CA 94566

November 2005

EXECUTIVE SUMMARY
San Francisco Urban Forest Plan
November 2005

People appreciate and enjoy San Francisco's 668,000. Few trees in this unique urban forest arose naturally; almost all were planted. The framework of this forest was established during an intense burst of tree planting that occurred in the late 1800s and early 1900s. City government, the Army, citizens, and real estate developers all took part, planting trees by the thousands. But since the 1920s, the rate of tree planting declined rapidly. Since that time, planting of new trees has not kept pace with losses due to old age, disease, storms, civic improvement, and development

While the City's urban forest creates a desirable, enjoyable place to live, its trees also perform important environmental functions such as removing 287 tons of atmospheric pollutants and 5,100 tons of carbon each year. The urban forest provides an important social benefit, restoring the mental fatigue suffered by its residents and visitors.

San Francisco's urban forest is owned and managed by a diverse mix of City, state and federal agencies and private ownership. On most City streets, the property owner and City share responsibility for trees. There has been little coordination in the care of trees among the parks, golf courses, communities and streets that form the bulk of the forest. The City's Urban Forest Council, composed of citizens and professionals, recognizes that action must be taken to arrest the decline in the size of the urban forest, to re-gain lost ground and to re-kindle the spirit of tree planting that occurred 100 years ago.

To than end, the Council has prepared an Urban Forest Plan, which reviews the creation of San Francisco's urban forest, analyzes the structure and functional benefits of the forests, and identifies the challenges that threaten its future. Designed to provide a road map for policy-makers and implementers, the Plan identifies five goals, critical to maximizing the value of the forest to all San Franciscans:

1. Nurture and conserve the existing urban forest.
2. Expand the urban forest through new planting.
3. Foster a shared set of values about the urban forest through education and action.
4. Manage the urban forest in a coordinated, responsible and effective manner.
5. Identify sustainable approaches for the funding and implementation of urban forest initiatives.

Within these five goals are a diverse group of specific action items. The Council identified 9 as having the highest, most immediate priority:

- Develop a set of standards and best management practices for tree selection, purchase, installation and care. Ensure that all City departments and projects employ the standards.
- Protect existing trees from/during development. Develop legislative tools and public policies that protect existing trees, on public and private property. Provide for effective and consistent enforcement.
- Establish a goal of no net loss of trees. Where a tree is removed due to development whether public or private, the responsible party should be required to replace its value, either through new planting or fees.
- Institute a more aggressive reforestation program in City parks. There is no time to be lost.

- Pursue and secure funding from public and semi-public sources for planting and maintenance.
- Establish one or more city-wide goals for the urban forest. Either one street tree for every 5 residents or raising the canopy coverage to 15%.
- Update the list of recommended trees.
- Engage underserved areas and initiate tree planting. Work with Supervisors, community leaders and other groups. Focus on the North Beach, Sunset, Merced, Potrero Hill, Bay View-Hunters Point, and Excelsior-Outer Mission districts.
- Engage the SF Unified School District and associated PFA groups at local schools to develop a tree planting programs.

The Council believes that these goals are strongly related, one cannot simply be eliminated or ignored. All are critical to the future of San Francisco's urban forest. When implemented, the City will have more trees, a larger urban forest, in better health, more evenly distributed and providing a greater level of benefits.

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HortScience, Inc.

San Francisco Urban Forest Plan
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"San Francisco's urban forest is comprised of all the trees and other vegetation found within city limits, a collected greenscape that provides environmental, economic, and social benefits for today and into the future."

San Francisco Urban Forest Council, 200?

I. Introduction

Thousands of trees comprise San Francisco's urban forest. It is easy to acknowledge that Golden Gate Park and Stern Grove are part of the urban forest. But what about the trees in the middle of Van Ness Avenue? Yerba Buena Gardens? The eucalyptus groves at the Presidio? The stands of Monterey cypress that line the Olympic Club's golf courses? The palm trees that define the Embarcadero? The cherry trees in a backyard? All are part of San Francisco's urban forest.

Few of these trees are naturally occurring. Almost all were planted by entrepreneurs, the military and citizens who recognized that San Francisco would be a better place if trees filled its parks and lined its streets. By planting trees, San Francisco would become a more livable, enjoyable city.

San Francisco's urban forest plays three major roles in the character of the City. First, it is part of the basic fabric of San Francisco. Without that forest, the City would be less welcoming, less inviting and less conducive to a good quality of life. What would San Francisco be like without Golden Gate Park? The trees along the streets and in parks are as much as part of the City's infrastructure as the streets themselves.

Second, the urban forest provides important economic and environmental benefits to the property owners and the community. It creates an environment where people can escape the intensity of urban life and be restored. The City of San Francisco formally acknowledged the importance of the urban forest when Mayor Gavin Newsom signed the United Nations Environmental Accords in June 2005.

Third, outdoor recreation is intimately connected to the experience of the City's urban forest. There is growing evidence that the experience of nature in urban areas is restorative, reducing mental fatigue. This experience is directly associated with human health and well-being. The need for the experience of nature and its power of restoration is absolutely critical as over 80% of Americans now live in cities.

We are now the stewards of the urban forest created by our forefathers and foremothers. It is our responsibility to ensure the sustainability of this resource. As we reap the benefits sown by others, we must plan and create the forest that future generations will enjoy. We cannot be complacent about this responsibility. Sustaining the urban forest requires commitment and action.

San Francisco's urban forest was created in a relatively brief period of intense tree planting that occurred almost 100 years ago. The mature trees of Golden Gate Park, the Presidio and other greenspaces were planted. But the forest has been shrinking in size since then. New planting has not kept pace. Trees that have died due to old age and disease have not been replaced. Planting in parks has not kept up with the losses. Trees on private lands have been removed during development. Trees along the street are removed but not always replaced.

The shrinking of San Francisco's urban forest must be halted and the trend reversed. Now is the critical time to reinvest in the urban forest. More trees are needed in more communities throughout the City. Existing trees need better care. Large stands of trees must be conserved and reforested.

No single owner or agency can reverse the loss of the urban forest. The work of planting and maintaining must be shared by many. In order to provide a framework for that effort, San Francisco's Urban Forest Council has taken a lead role. The Council believes that an **Urban Forest Plan** would guide the continued enhancement and evolution of the City's trees and green spaces.

The Plan is the result of a long history of concern for the City's urban forest. In 1992, Friends of the Urban Forest produced *The State of the Urban Forest*, a document that identified several key needs for the urban forest. A second *State of the Urban Forest* report was prepared in 2001. One of the key findings and recommendations was the need for coordinated effort among city department and agencies in managing the urban forest. In 2002, the City created the Urban Forest Council, a group of citizens assembled to advise city government, through the Department of the Environment, on how best to care for the urban forest.

In 1997, *The Sustainability Plan for the City of San Francisco* was prepared. This plan identified areas that where resource depletion could be halted and resource restoration achieved. It wove together environmental, economic and social concerns, recognizing that, recognizing that a sustainable city required all three.

One of the *Plan's* main topics was **Parks, Open Spaces and Streetscapes**. In addition to filling the traditional roles of recreation and habitat, the *Sustainability Plan* noted that parks and open spaces were part of the "social fabric of the community and....a critical element in the economic development of the city." It recognized that these spaces must be created and maintained. Parks and open spaces do not arise spontaneously, they result from good planning and implementation. The recommendations for this section focused on creating new parks and open space, available to everyone in the City; enhancing existing streetscapes; and fostering planting of trees on private land. The *Sustainability Plan* also noted that increased funding and public participation were necessary to meet the goals.

The Urban Forest Council hopes to take the findings and recommendations of the *State of the Urban Forest* and *Sustainability Plan* to the next logical step: creating a standard reference document that defines policies and procedures for urban forestry management in San Francisco. This Urban Forest Plan will serve many users, ranging from city departments, non-profit organizations to private companies that manage San Francisco's trees. Segments of the Urban Forest Plan will provide the City's Planning Department with conforming amendments to the General Plan.

Four key statements are fundamental to forming the Plan:

- San Francisco's urban forest is comprised of all the trees and other woody vegetation found within city limits, and is located on a mosaic of public and privately owned land. Many of the large-scale plantings are mature in character and have a limited life-span.

- San Francisco's urban forest provides important economic, environmental and social benefits to the City's residents, visitors, neighborhoods, and businesses.

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- San Francisco's urban forest requires active management. A passive approach of letting trees grow without care will ultimately doom the City's forest to deterioration. Sustaining the urban forest will involve the coordinated efforts of city agencies, non-government organizations, businesses and individuals.

- San Francisco's urban forest is as much a part of the City's infrastructure as roads, bridges and tunnels. As such, the urban forest must be considered at all stages of planning and development.

The geographic breadth of the Urban Forest Plan will mirror the Scope of Authority granted to the Urban Forest Council in legislation Article 21 and will be limited to the territorial boundaries of the City and County of San Francisco. To effectively address the whole of the urban forest, the Plan will address trees on both private (including residential backyards) and public property, as well as in parks and other large open spaces. The Plan will support, and not conflict with, efforts of organizations such as the Presidio Trust, University of California – San Francisco, and the Olympic Club in developing management plans specific to the their forests.

The scope of the Plan will be focused on trees, but policy recommendations will be informed by, and considered in relation to, the larger ecological context including wildlife management, air, water systems as well as other woody vegetation (e.g. shrubs and median strip plantings).

This Urban Forest Plan is divided into four sections. The first provides a historical overview of the urban forest. The second describes the urban forest; its species composition, distribution and structure. This section also identifies the environmental benefits provided by the forest as a whole. It also focuses on the City's street tree population, analyzing both the costs associated with their installation and care, and the benefits provided by their presence.

The third section, using existing policies and roles of various entities that manage it, identifies five goals:

1. Nurture and conserve the existing urban forest.
2. Expand the urban forest through new planting.
3. Foster a shared set of values about the urban forest through education and action.
4. Manage the urban forest in a coordinated, responsible and effective manner.
5. Identify sustainable approaches for the funding and implementation of urban forest initiatives.

In brief, these goals strive to take care of existing trees, plant new ones in needy areas, translate a love for San Francisco's trees into action, develop consistency of care and management and provide adequate, stable funding.

The final section identifies specific actions needed to implement the goals. In so doing, the City agency responsible to develop and implement the recommendations are identified.

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Table 1. Owners and managers of significant portions of San Francisco's urban forest.

City and County of San Francisco Agencies	
Bureau of Urban Forestry Department of Public Works	Implements Urban Forestry Ordinance (Article 16) of Public Works Code: street trees, landscaped medians, sidewalk repair, education & outreach. Works in conjunction with Friends of the Urban Forest in planting new trees.
Recreation & Parks Department	Manages 3,000 acres, an estimated 100,000 trees, in parks, open space, golf courses, and watersheds. Sites include Golden Gate Park, Gleneagles & Harding Park golf courses, and Stern Grove.
SF Housing Authority	Responsible for trees within public housing.
SF Municipal Railway (MUNI)	Responsible for trees that may encroach on overhead conductors, through State of California General Order 95.
Port of San Francisco	Responsible for trees and woody vegetation within its facilities.
San Francisco International Airport	Responsible for trees and woody vegetation within its facilities.
SF Unified School District	Responsible for trees within school facilities.
State Agencies	
University of California, San Francisco	Responsible for trees and woody vegetation within its facilities including the Mount Sutro Open Space Reserve.
San Francisco State University	Responsible for trees and woody vegetation within its facilities.
Federal Agencies	
U.S. Department of the Interior National Park Service	Golden Gate National Recreation Area (GGNRA). Responsible for coastal sections of the Presidio as well as Fort Mason, Lands End and Fort Funston.
The Presidio Trust	A public-private partnership responsible for the management of the Presidio's forest.
Private Properties	
The Presidio Trust	Responsible for trees and woody vegetation within its facilities.
The Olympic Club	Responsible for trees and woody vegetation within its facilities.
The San Francisco Golf Club	Responsible for trees and woody vegetation within its facilities.
Laguna Honda Hospital	Responsible for trees and woody vegetation within its facilities.

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II. The Origins of San Francisco's Urban Forest

No forest existed prior to the settling of the city. The photographs and written records from that time illustrate an utter lack of trees. Towards the Pacific Ocean, one saw vast dunes of sand, moving under the constant wind. While there were oaks and willows along creeks, San Francisco's urban forest had with little or nothing in the way of native tree resource. The starting point for the urban forest was a treeless expanse of shrubs and low-growing plants.

The City's urban forest arose from a brief but intense period of afforestation, i.e., creating forests on land that did not have tree cover. This period of planting, on public and private property begin in the late 1800s and was essentially complete by 1925. Since that time, the public agencies and private landowners of the larger parcels of forest have enjoyed the benefits of those early tree planting efforts. Yerba Buena Gardens, Crissy Field, Justin Herman Plaza and the Embarcadero are relatively recent additions to the forest.

In the late 1860s, the City began reserving land for parks with Hill Park (now Buena Vista) as the first parcel. By the 1870s, the vision of Golden Gate Park as a public pleasure ground was taking shape with the initial planting of trees taking place in 1872. Stern Grove had its origins about the same time, as the Greene family planted eucalyptus trees throughout the property. Private enterprise was establishing what would eventually become places like McLaren and Glen Parks.

It was also during this period that the Army, occupants of the northwest corner of the city, created what we now know as the Presidio. Houses were built with the doors on the leeward side, better to limit the amount of sand that blew in. By the end of 1892, some 350,000 trees had been planted. About the same time, Adolph Sutro was making plans to establish areas of timber-production in the city, installing thousands of seedlings on Mount Parnassus (now Mount Sutro).

Early in the 1900s, several important golf courses including the Olympic Club, the San Francisco Golf Club, the California Club and Harding Park were established in the southwest section of the city. Within each course, thousands of trees were planted during construction.

The City's network of streets was established by the early 1900s. Yet the idea of having trees along city streets was not implemented until 1955 when a program of planting and care was established. In recent years, the City's Department of Public Works has teamed with non-profit organizations such as the Friends of the Urban Forest to plant new trees along streets.

More than a century after the first trees were installed, the framework of San Francisco's urban forest is still based on these initial plantings. At this time, the urban forest is owned and managed by a mix of public agencies and private groups (Table 1, Figure 1). At least a dozen City departments have some responsibility for trees and their care. Many agencies are independent of City and County government. They include local organizations such as the School District as well as state and federal agencies. A large number of trees are located on provide property.

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The fact that many owners care for the urban forest presents a significant challenge to long-term management. Organization priorities and missions vary widely. State and federal agencies are exempt from City tree ordinances. There is, however, a compelling need for cooperative effort and clarity of purpose. All who own and manage the City's urban forest would agree that it is an asset to the community. The challenge of agreeing to a comprehensive vision for the resource is a critical one, central to the success of any plan.

The origin of the City's urban forest can be traced to a single burst of public and private tree planting during a 50 year period, almost a century ago. Trees do not live forever. Unless the existing trees receive continued care, they will age and die at an increasing rate. The urban forest will become smaller. Nature will not replace these losses. New parks, street tree plantings, and greenspaces must be established to ensure the urban forest benefits all San Franciscans.

III. The Structure and Function of the Urban Forest

Most San Franciscans readily acknowledge that the urban forest makes the City a nicer place to live. They appreciate the beauty of parks, gardens and the trees along city streets. Yet those responsible for caring for this forest might say that it is taken for granted. Citizens know it is out there and we assume that someone is looking after it.

The fact is, from a city-wide point of view, managers have lacked any specific knowledge of how many trees exist and where they are located. We have been even less aware of the functions the urban forest performs.

The Nature of the Urban Forest

In 2004, the San Francisco Urban Forest Council invited a research team from the United States Department of Agriculture Forest Service to study the City's urban forest. The team's report, issued in early 2005[1], was the first comprehensive analysis of San Francisco's urban forest, i.e., all of the trees growing within the city limits[2].

San Francisco has no native tree resources. The species that comprise the urban forest are almost exclusively alien, i.e., not native to the City. The USDA Forest Service reported that there are 668,000 trees represented by over 100 different species in San Francisco. Tasmanian blue gum is the most common type of tree with over 100,000 trees present. Monterey pine (56,000), Monterey cypress (25,000), and glossy privet (21,000) are also common. Five species of the genus *Pittosporum* comprise another 85,000. The first three species dominate the city's large greenspaces such as the Presidio, Mount Sutro and Golden Gate Park. Karo (*Pittosporum crassifolium*) and Chinese privet (*Ligustrum lucidum*) are commonly found as street and landscape trees.

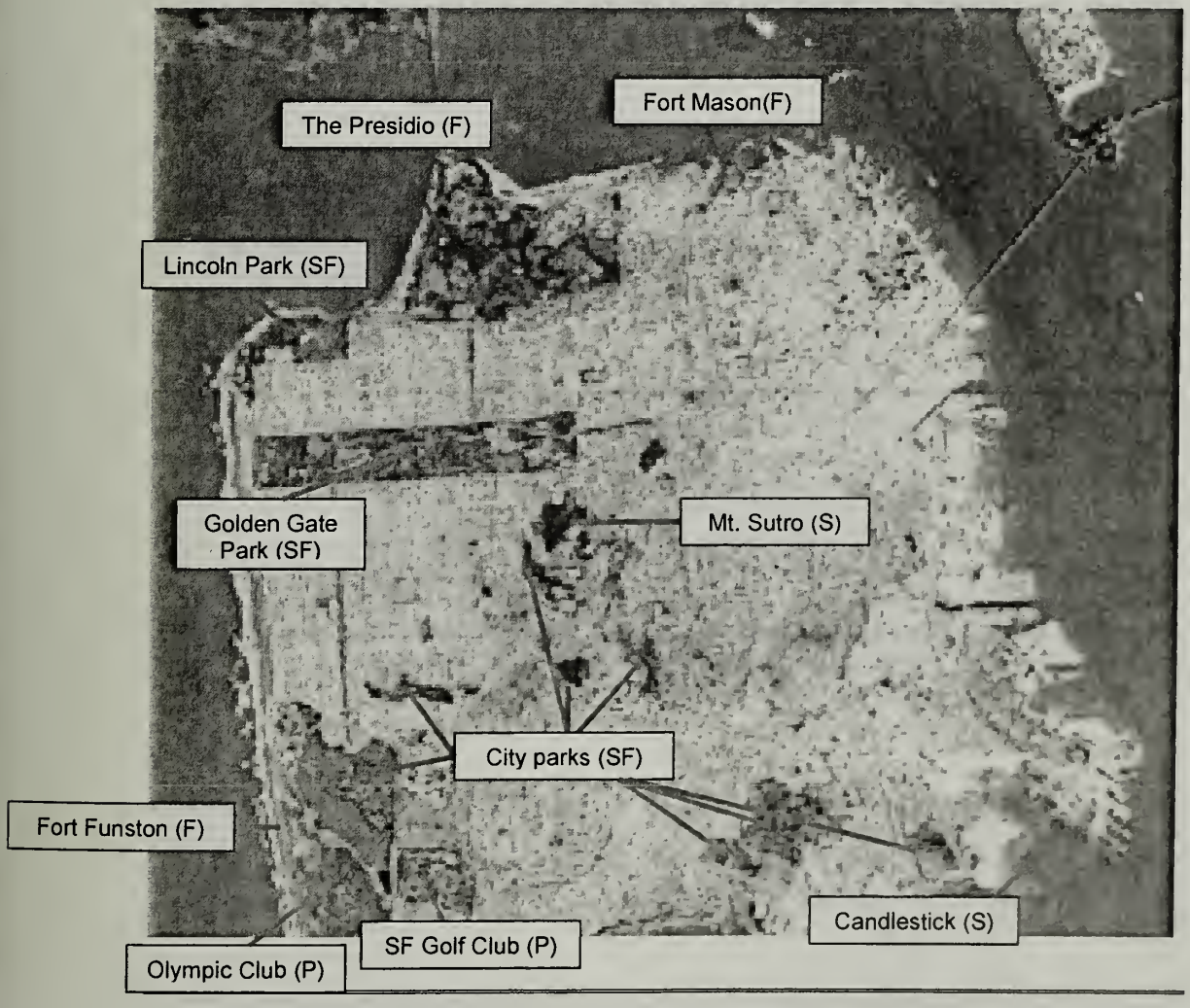
Almost half (43%) of San Francisco's land area is covered by streets, sidewalks and other forms of pavement (Figure 1). Another 26% is occupied by buildings. The urban forest canopy covers approximately 12% of the City. This compares to 5% in Los Angeles, 27% in New York City, 28% in Chicago and 34% in Seattle.

[1] USDA Forest Service. February 2005 (draft). Assessing Urban Forest Effects & Values. USDA Forest Service. Northeastern Research Station. Syracuse NY. General Technical Report. 22pp.

[2] For a detailed discussion of the methods and models used in the study, refer to the following paper: http://www.fs.fed.us/ne/syracuse/Pubs/Downloads/gtrne290.pdf.

Figure 1. Important parcels of urban forest.

San Francisco	Buena Vista Park
	Crocker Amazon Playground
	Glen Park
	Gleneagles Golf Course
	Golden Gate Park
	Harding Park
	Lincoln Park
	McClaren Park
	Stern Grove/Pine Lake Park
	Zoo
Federal	Fort Funston
	Fort Mason
	The Presidio
Private	The Olympic Club (golf course)
	San Francisco Golf Club (golf course)
State	Candlestick Point Recreation Area
	Mount Sutro (Univ. California)



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The USDA Forest Service described and quantified some functions of the urban forest. For example, urban forests provide habitat for wildlife. Birds, butterflies and insects may be the most visible indicators of this function. Yet we know that even an area as urban as San Francisco is home to mammals such as coyote, fox and skunk. In addition, a wide range of reptiles and amphibians are present.

As the trees in the urban forest grow, they remove contaminants from the atmosphere. Each year, over 287 tons of ozone, particulates, nitrous oxides, sulfur dioxide and carbon monoxide are taken out of the air by the action of the urban forest. The value of this environmental benefit is $1.3 million per year. In addition, San Francisco's trees remove 5,100 tons of carbon from the atmosphere and store approximately 194,000 tons as biomass.

As importantly, there is clear scientific evidence from other cities about the value of urban forests to the social well-being of residents. The simple presence of forests, trees and other vegetation helps people recover from mental fatigue, leading to a reduction in socially unacceptable behavior and crime.

Each year, trees are planted and removed. To maintain the current 668,000 trees, planting and natural regeneration must keep pace with removal. The Forest Service estimates that a 3% annual mortality rate requires planting 10,000 new trees each year. Because the City has no native forest, there is little natural regeneration. Ensuring that San Francisco's urban forest is sustained into the future is dependent upon planting new trees each year.

The Forest along the Streets

Within the right-of-way along San Francisco's streets are approximately 98,000 trees, or 15% of the City's urban forest[3]. This group of trees, defined by location, illustrates the diversity of ownership and management of the urban forest. The Department of Public Works (DPW) maintains about 18,000 trees, primarily located along boulevards and arterials. Another 80,000 trees are maintained by the property owner, primarily in residential settings.

San Francisco's street trees are not evenly distributed across the city (Table 2). Street tree populations, both publicly and privately maintained, range from 3,623 trees in District 3 to 13,140 in District 8. Most of the street trees in District 4 are managed by the property owner. In contrast, street trees in Districts 1 and 2 are evenly divided between public and private management.

With 98,000 street trees and a population of 777,000, there is about one street tree for every eight San Franciscans (Table 3). Across districts, the number of residents per trees ranges from 5.3 in the District 8 to 19.4 in North Beach. There is also variation in the number of trees per mile of street with the range from 156 trees per mile in District 9 to 64 in North Beach. The city-wide average is 113 trees per mile of street.

[3] Maco, S., E. G. McPherson, J. Simpson, P. Peper and Q. Xiao. 2003. City of San Francisco. Street Tree Analysis. USDA Forest Service. Pacific Southwest Research Station. Davis CA. 117pp/

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Table 2. San Francisco's Street Tree Population by Supervisory District.

District		Number of Trees			%
		Public	Private	Total	
1	Richmond	3,384	3,604	6,988	7.1
2	Marina	3,343	7,160	10,624	10.8
3	North Beach	899	2,724	3,623	3.7
4	Sunset	--	7,115	7,115	7.2
5	Western Addition	2,094	6,747	8,841	9.0
6	South of Market area	75	9,421	9,496	9.6
7	Merced	2,780	8,677	11,457	11.6
8	Castro/Noe	504	12,636	13,140	13.3
9	Mission/Bernal	1,482	9,063	10,546	10.7
10a	Potrero Hill	774	3,053	3,827	3.9
10b	Bay View/Hunters Point	279	5,385	5,664	5.7
11	Excelsior/Outer Mission	2,500	4,714	7,214	7.3
	Total	**18,234**	**80,301**	**98,534**	



Sources of information. .
Street population. Maco et al. 2003. City of San Francisco. Street Tree Analysis. USDA Forest Service. Pacific Southwest Research Station. Davis CA.
District map: http://www.sfgov.org/site/bdsupvrs_index.asp?id=4385. Accessed June 2005.

Table 3. San Francisco's Street Tree Population: Distribution by Supervisory District.

District		No. residents per tree	No. trees per street mile	Filled planting space (%)
1	Richmond	10.0	97.8	48
2	Marina	6.3	142.5	67
3	North Beach	19.4	64.4	39
4	Sunset	9.9	77.9	26
5	Western Addition	8.1	143.2	72
6	South of Market area	7.4	118.4	42
7	Merced	6.0	80.1	32
8	Castro/Noe	5.3	133.2	71
9	Mission/Bernal	6.7	156.4	62
10	Potrero Hill/Bay View/Hunters	7.7	74.7	--
10a	Potrero Hill	--	--	34
10b	Bay View/Hunters Point	--	--	34
11	Excelsior/Outer Mission	7.0	83.8	29
	Total	**7.0**	**112.8**	**44**



Sources of information. .
Street population. Maco et al. 2003. City of San Francisco. Street Tree Analysis. USDA Forest Service. Pacific Southwest Research Station. Davis CA.
District map: http://www.sfgov.org/site/bdsupvrs_index.asp?id=4385. Accessed June 2005.

By most measures, San Francisco's street tree population lags behind that of other cities. San Francisco's measure of one tree for every eight residents ranked it at the low end of 22 cities whose street tree populations were studied. Los Angeles, Eugene OR and Syracuse NY all have one street tree for every five residents.

One reason for a gap in the number of trees is the number of empty planting sites present along City streets, over 127,500. Most (98%) of these are void space, i.e., locations where no planting basin is currently present. Installing a tree in those spaces requires cutting the existing pavement and creating a new basin. About 5,000 spaces are existing planting basins that simply lack a tree.

As with the trees themselves, potential planting spaces are not evenly spread across the city. For example, less than 30% of the potential planting spaces in Districts 4 and 11 are planted with trees where over 70% in Districts 5 and 8 have trees (Table 3).

A great opportunity exists to enhance San Francisco's street tree population. There are more potential planting spaces in San Francisco (127,500) than are currently occupied by a street tree (98,000). In theory, the street tree population could be doubled by simply planting in the vacant spaces. The actual number of potential planting spaces is less than 127,500 due to the presence of underground utilities, view sheds and proximity to related infrastructure. Given that the distribution of trees across the city is uneven, new trees could be installed in neighborhoods with fewer street trees.

Among the 98,000 street trees in the city, the most common species are small- and medium-sized species: Victorian box, Indian laurel, New Zealand Christmas tree and plum. Large tree species such as blue gum, Monterey pine and Monterey cypress, while common in the openspace areas, are present only in small numbers. There is rarely enough space, either above- or below-ground, for large trees along city streets. The best conditions for such large species are boulevards with a central planting area and in city parks adjacent to streets. The exception to this general pattern is London plane, a large-size shade tree that is common along the streets.

City-wide, 60% of the street trees are in good condition, 30% in fair and 10% in poor condition or dead. This reflects not only San Francisco's benign growing conditions but good selection and care. Tree condition varies across the city. In District 6 for example, 85% of the private trees are in good condition while in Districts 3 and 11, only 27% and 25% are. Given the variation in economic development across the supervisorial districts, it is not surprising that trees managed by private property owners vary in condition. It is surprising that the same pattern occurs in publicly managed street trees. Few public trees in District 11 are in good condition; while 76% in District 12 are.

Since 1987, over 38,000 street trees have been planted by the Friends of the Urban Forest (FUF), the City's foremost non-profit, tree organization[4]. A survey of trees planted by FUF has shown that over two-thirds of the trees were alive after 10 years after planting. There were important species and location differences in tree survival and growth, information that helps FUF select the right tree for the right place, and enhance the growth and performance of new plantings. Residents of the Castro/Eureka Valley areas can take pride that over 90% of trees were alive after 10 years.

[4] Website: www.fuf.net

Because street trees are primarily located in the sidewalk cut-outs, the potential for conflict with pavement is very high. Yet only 15% of street trees have displaced pavement more than 0.5 inch. Although the vast majority of street trees are located beneath overhead utilities, only about 10% have been topped to provide clearance. In most cases, appropriate species selection has avoided conflicts with adjacent infrastructure.

In 2003, the Urban Forest Council asked a team of scientists from the USDA Forest Service's research unit in Davis CA to calculate the costs and benefits provided by the City's street trees[5]. The Forest Service team worked in cooperation with FUF and DPW. Together, they surveyed the street tree population, analyzed the cost of managing the 18,234 trees maintained by DPW, and evaluated the benefits provided by the trees to the city. Street trees managed by DPW:

- Have an annual maintenance cost of $4.77 million, based an operating budget of $3.43 million and $1.35 million spent by other departments on street trees. The largest expenditures involve tree pruning ($2.26 million) and litigation costs ($1.08 million).
- Provide the city with $7.5 million in annual benefits including property value increases which account for $6.9 million per year of this total.
- Provide $467,000 per year in controlling stormwater runoff.
- Provide just over savings in $85,000 in energy costs (heating & cooling) to adjacent properties.

On balance, the benefits provided by city-managed street trees equal the costs associated with their care.

San Francisco's Urban Forest as seen by the Community

In early 2005, the Urban Forest Council asked 100 residents in each of the 11 Supervisory Districts to comment on their feelings and attitudes about the City's urban forest[6]. Overall, residents were satisfied with the quantity and quality of trees in the city, and were somewhat more satisfied with parks than with the trees on the street where they live.

Across the City, the level of satisfaction with the quality and quantity of street trees varied. At one end of the scale, just over 70% of the people in District 7 were satisfied with the trees on the streets where they live. In contrast, only 44% and 45% in Districts 11 and 6 shared this view. Other Districts range within these extremes.

Most San Franciscans (62%) believed that city government and its agencies should be responsible for planting and caring for trees along city streets. A majority supported increasing the parcel tax in order that government might provide these services. Property owners, however, are opposed to such a tax. Twenty-five percent (25%) of San Franciscans have installed a tree outside their home or apartment, and another 25% have considered doing so.

[5] Maco, S., E. G. McPherson, J. Simpson, P. Peper and Q. Xiao. September 2003. City of San Francisco California – Street Tree Analysis. USDA Forest Service. Pacific Southwest Research Station. Davis CA. 117pp.

[6] Research was performed by David Binder Research and included 100 voters in each of the 11 Districts.

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San Franciscans recognize the unique character and qualities of large, old trees. About two-thirds supported legislation that would their prohibit removal, even on private property.

Summary: The Current State of San Francisco's Urban Forest
San Francisco's urban forest consists of 668,000 trees located in 1) a small number of large parcels, 2) along city streets, and 3) a large number of small parcels. Estimates are that over 200,000 trees are found in openspaces such as the Presidio and Golden Gate Park. Ownership of these parcels includes state, federal and municipal agencies as well as private landholders.

The majority of the 98,000 street trees are in good condition. Trees along city streets are generally smaller in size than those found in parks. The ratio of the City's population to street trees is about 8:1, which is below that of other cities. Street tree management is shared by the City and private property owners.

The remaining 368,000 trees that comprise the urban forest are found on residential properties, within commercial and industrial areas, and as part of the landscapes of institutions such as hospitals and universities.

Taken together, the canopy of the 668,000 trees covers 12% of San Francisco's land area. This forest removes contaminants from the atmosphere, reduces stormwater runoff, and enhances property values.

San Franciscans value the City's urban forest. Most residents are satisfied with the park system and value its presence. A majority are satisfied with the trees on the street where they live. One in four has planted a tree! A majority of San Franciscans want City government to take a leadership role in managing the urban forest.

IV. A Plan for the Future of San Francisco's Urban Forest

San Francisco has no natural forest resource. The existing forest is the result of determined efforts at planting and maintenance. If the forest is going to be sustained into the future, the same sense of commitment is needed. Put another way, San Francisco's urban forest is not going to take care of itself. Citizens, government, corporations and organizations need to establish, care and maintain it.

Several years ago, Friends of the Urban Forest produced the *State of the Urban Forest 2001*. Developed as a result of two meetings of urban foresters, one of the principal outcomes of the discussion was a series of guiding principles. These principles recognize that the City's urban forest is not just on public land but is found on private land as well. As such, management and care of the forest is the responsibility of public agencies, individual citizens, and private landowners.

In addition, the general principles emphasize the functional role of the urban forest. Not only is it aesthetically pleasing, San Francisco's urban forest provides significant environmental, ecological, economic and social benefits to the community. Management should aim to maximize these benefits now and into the future, recognizing that large, healthy trees provide more benefits than small, unhealthy ones.

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With these principles in mind, the Urban Forest Council proposes following five goals as central to the sustainability of the urban forest.

1. Nurture and conserve the existing urban forest.
2. Expand the urban forest through new planting.
3. Foster a shared set of values about the urban forest through education and action.
4. Manage the urban forest in a coordinated, responsible and effective manner.
5. Identify sustainable approaches for the funding and implementation of urban forest initiatives.

Goal 1. Nurture and conserve the existing urban forest.
San Francisco's urban forest is a unique assemblage of diverse species, bringing together trees from all over the world. Many of the large groups of trees, most notably in the Presidio, Golden Gate Park, and Mount Sutro, are mature and overmature. The number of trees in these areas is declining. For example, the 1998 Golden Gate Park Master Plan estimated that 30 to 40% of the trees in the park would be lost in the next 20 years. Over the period 1980 to 1993, the tree population in the park declined by over 6,000 trees. The Plan noted, "Park forest continue to decline through natural aging process."

The parks and street plantings are significant contributors to the city's livability and a much more concerted effort must be made to nurture and conserve them. Otherwise, trees will decline and die sooner rather than later. Establish a state of the art stewardship program that addresses the full lifecycle of trees within the urban forest and the appropriate strategies and approaches required for best management of the resource. A stewardship program must also consider the unique values of urban forest to wildlife.

Several specific actions are needed to nurture and sustain this valuable resource:

- Incorporate an urban forest component into the city's general plan.
- Develop legislative tools and public policies that protect existing trees, on public and private property. Provide for effective and consistent enforcement.
- City departments should prepare management plans for the trees and parks they manage. Agencies outside city government should be encouraged to so the same.
- Establish a goal of no net loss of trees. Where a tree is removed due to development whether public or private, the responsible party should be required to replace its value, either through new planting or fees.
- Institute a more aggressive reforestation program in City parks.
- Expand programs of habitat restoration, particularly in remnant patches of pre-settlement vegetation.
- Engage non-City owners of large parcels of urban forest to develop a city-wide and/or region-wide understanding of wildlife.

Goal 2. Expand the urban forest through new planting.
San Francisco's urban forest is not evenly distributed across the city. Some neighborhoods and communities have fewer, smaller and less healthy trees than others. They receive fewer benefits that trees provide. To provide the benefits of trees to all residents, street and park tree management programs must be expanded into underserved areas. Given the economically disadvantaged condition of some districts, the City and its partners must take leadership in urban forest management. The City's Department of Public Works would expand the number of streets along which it maintains trees.

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Before the Department of Public Works can plant new streets, the existing street tree program must be strengthened. New trees must be planted to replace trees removed from existing plantings. The Department acknowledges that new trees have not been planted at a rate equal to their removal. In addition, capital improvement projects remove trees without associated replacement. A similar situation exists in other City departments.

- Establish a city-wide goal to raise canopy cover from 12% to 15% in the next 10 years.
- Establish a city-wide goal of one street tree for every 5 residents. Current levels are one tree for every 8 residents. A street tree for every 5 residents would place San Francisco at the average for cities of comparable size.
- City-wide less than half of the available planting spaces have trees. A reasonable goal for stocking level would be 85%, in all districts, as recommended in the Urban Forest Council's Street Tree Action Plan.
- Use the results of FUF's study of tree planting to update recommended species selection lists. Create a city-wide approved list for use by all City departments.
- Engage community groups in areas with smaller tree populations to initiate street and park tree plantings. Focus on the North Beach, Sunset, Merced, Potrero Hill, Bay View-Hunters Point, and Excelsior-Outer Mission districts.
- Engage the SF Unified School District and associated PFA groups at local schools to develop a tree planting programs.
- Engage City departments to initiate tree planting programs at municipal facilities in the North Beach, Sunset, Merced, Potrero Hill, Bay View-Hunters Point, and Excelsior-Outer Mission districts.
- Identify key streets linking the city that can become corridors for planting.
- Engage Planning Department and Redevelopment Agency to upgrade and expand tree planting and landscape requirements in new projects.

Goal 3. Foster a shared set of values about the urban forest through education and action.

Few residents and fewer visitors would argue that San Francisco would be a better place without its urban forest. The trees that comprise the urban forest make the City a more livable, enjoyable, desirable place. The fact that 75% of San Franciscans are satisfied with the City's urban forest reflects this feeling. The challenge lies in translating that sense of satisfaction into a plan of action, one with some urgency associated with it.

- Continue the public outreach program regarding the value of parks, open space and individual trees. Disseminate information through outlets such as utility bills, new homeowner packets and other mass outlets.
- Engage citizens and community groups in those areas where residents are not completely satisfied, most notably North Beach, South of Market, Mission/Bernal and Excelsior/Outer mission.
- Foster community participation and special celebrations associated with major planting events.
- Work with the School District to incorporate Arbor Day celebrations into the elementary school curriculum.
- Engage the religious/spiritual community to incorporate tree planting and care into its programs.
- Specify that new developments and streetscapes must provide adequate space for trees and growing conditions that ensure their survival and development.

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- Ensure that street design & redesign projects include trees as one of the project goals, protecting existing trees where appropriate and providing adequate growing conditions for new trees.

Goal 4. Manage the urban forest in a coordinated, responsible and effective manner.

San Franciscans want city government to take the lead role in managing the urban forest. They expect public agencies to be role models for its stewardship. Since the City does not have a centralized urban forestry department, there is a need for interagency coordination, communication, and consistency of action. The Department of the Environment currently meets the role of coordinator. Additional steps are need to:

- Establish an interdepartmental working group, under the direction of the Department of the Environment, composed of all departments and agencies that have urban forest management responsibility.
- Establish clear lines of responsibility within City government for planting, maintenance and management of the urban forest.
- Develop standards and best management practices for tree selection and care. Ensure that all City departments and projects employ the standards.
- Establish a sub-committee of the Urban Forest Council to work with owners of open space parcels on issues of common interest.
- Develop standards for the planting and maintenance of all new plantings by all agencies and contractors in the City.
- Include urban forestry professionals in the City departments such as Planning to provide expertise, review plans, troubleshoot potential problems, and follow through on maintenance and management of the urban forest.

Goal 5. Identify sustainable approaches for the funding and implementation of urban forest initiatives.

A mature, aging forest resource requires more care than one composed primarily of young trees. Funding has not kept pace with need. In fact, funding levels for tree care within City agencies has declined. The impact on care of the urban forest is clear and direct. In the Golden Gate Park Forest Management Plan, the management cycle for reforestation was set at 25 to 30 years. In 1998, it was operating on a 50-year cycle. Creating and caring for the existing urban forest and extending into underserved areas will require additional, stable financial resources.

In 2000, the Bureau of Street Management within the Department of Public Works lost approximately 25% of its available funding for new planting when Proposition B expired. The Department suffered additional cutbacks due to the loss of sales tax revenue. In short, there is a crisis in funding the street tree program.

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V. Working the Plan: Action Items

Implementation of the goals and action items will require a coordinated effort by all who hold San Francisco's urban forest important. The City of San Francisco must take the leadership role. The City owns some of the most significant parts of the urban forest, sets the policies and funding for their management, and is the role model for other owners and managers. While a number of City departments will be involved, the burden of leadership will rest with the Department of the Environment's Urban Forest Council, the Bureau of Street Tree Management in the Department of Public Works, and the Recreation and Park Department.

Although all of the action items are important, several stand-out as requiring immediate attention:

1. **Develop a city-wide set of standards and best management practices for tree selection, purchase, installation and care.** How the City of San Francisco manages its trees is the model for how private property owners will manage theirs. For this reason, the City must have quality tree care and uniform standards of performance. To that end:
 a. All City departments and projects should adhere to the standards.
 b. All City employees who have responsibility for tree management should be qualified and participate in industry continuing education programs. The basic qualification is the Certified Arborist program of the International Society of Arboriculture.
 c. All City departments should adhere to the most recent editions of the American National Standard for Tree Care Operations (ANSI Z133 and A300) as well as the Best Management Practices prepared by the International Society of Arboriculture.
 d. Develop a public education program in conjunction with Pacific Gas & Electric or the SF Water Department on "how to select a tree care contractor" using information from the International Society of Arboriculture. Program to emphasize the need for license, insurance, and adherence to industry standards

2. **Protect existing trees from/during development.**
 a. Develop legislative tools and public policies that protect existing trees, on public and private property. Provide for effective and consistent enforcement.
 b. Require that a tree preservation plan be prepared as part of project review and approval. The Dept. of Planning should establish guidelines for preparation of such plans, and define goals for tree preservation.
 c. Develop an outreach program to the development and builder communities, recognizing projects that preserve trees.
 d. Require that City agencies and their projects adhere to the same requirements that private developments do.
 e. Encourage agencies exempt from City policies to adhere to the requirements.

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3. **Establish a goal of no net loss of trees, public or private property.** Where a tree is removed due to development whether public or private, the responsible party should be required to replace its value, either through new planting or in-lieu fees.
 a. Goal of no net loss should be required for all City agencies and incorporated into policies and ordinances used by private property owners.
 b. Value of trees shall be established using the Council of Tree and Landscape Appraisers methodology.
 c. Trees that are diseased, dying, dangerous and otherwise in poor condition may be exempted from any requirements.

4. **Institute a more aggressive reforestation program in City parks as well as Laguna Honda Hospital, Port of San Francisco properties and public schools.** How the trees are managed and cared for in public parks and facilities is a physical representation of the City's concern and commitment. An aggressive reforestation program in these locations will demonstrate the City's support for tree planting and maintenance.
 a. Direct the Department of Public Health to incorporate tree planting in the landscape master plan for the project.
 b. Engage the SF Public School District and private schools in the City to develop a tree planting program at every facility.
 c. Direct the Recreation & Park Department to re-instate the 30-year rotation for reforestation at Golden Gate Park.
 d. Direct the Recreation & Park Department to develop and implement forest management plans for its facilities.

5. **Pursue and secure funding from public and semi-public sources for planting and maintenance.** San Francisco's Urban Forest Council has the responsibility to identify and secure stable funding to support the planting efforts we propose. In its Street Tree Action Plan, the Council identified funding needs over the next 20 years. A research project supported by the Council indicated voter approval of a dedicated sales tax increase, a general parcel tax, or neighborhood assessment district would be problematic. As a result, the Council is currently exploring creative options that do not involve taxes or general funds allocations. Following are a few examples (generally fee-based) that deserve further consideration.

 By themselves, none of these would yield $20 million annually, but taken together, we get quite close.

 A. Amend Section 1431 of the Planning Code:
 For renovation projects involving more than $25,000, the property owner could be required to plant street trees. If there is an existing street tree or no room to plant one, or DPW waives the requirement, the property owner could pay the "in lieu fee" (currently $560) 1 to the Adopt-a-Tree Fund. The application of Section 143 could be broadened to other districts, such as Neighborhood Commercial Districts.

 The number of subject renovations can be estimated based on the number of projects that are permitted through the Department of Building Inspection each year, which historically figures between 2,500 and 3,500 renovations. This proposal could generate upwards of $1,400,000 to $2,000,000 per year.

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B. Increase parking meter revenue, dedicating a portion to tree planting & maintenance.
There are three potential ways of doing this: 1) activating select meters on Sundays, 2) increasing the overall number of meters in the City, and 3) charging more per metered stay. There is a very clear nexus between private automobiles and the air-cleaning capabilities of our City's trees ($1.3 million per year). A public education campaign could be launched called "Sunday for Trees."

C. Establish a Capital Campaign to build an Urban Forest Endowment.
Much like the successful capital campaigns behind the Conservatory of Flowers or the Crissy Fields projects, we could consider launching a similarly ambitious capital campaign to create an endowment, the interest on which would provide a portion of our annual need.

D. Establish environmental Impact fees for large-scale developers
A progressive fee: the nexus exists between the ability of trees to mitigate the impact of increased automobile traffic on air quality, air pollution, impervious surface, and visual blight. The fee would not require a campaign or election cycle. This fee would mitigate traffic and air quality impacts by requiring the planting of trees, or alternatively to contribute to a fund for the planting of street trees. Again, the recent Urban Forest Council data demonstrates the quantitative link between air quality and trees.

E. Establishing a set-aside for Proposition K sales tax revenue for urban forestry.

Additional funding could be secured by the following:

- Develop a consistent message about the urban forest and communicate it among city, state and federal leaders and agencies.
- Identify planting of urban trees as an important mitigation for the environmental impact of a wide range of projects.
- Develop programs for gifting by charitable foundations, groups and individuals.
- Aggressively pursue and secure funding from public and semi-public sources for planting and maintenance.
- Develop funding for a stewardship program.

6. **Establish one or more city-wide goals for the urban forest.** Because the benefits of the urban forest are directly related to extent of tree canopy, an increased canopy would provide additional benefits to the City's residents and visitors. Goals could include:
 a. One street tree for every 5 residents, raising the number of street trees from 98,000 to 155,000.
 b. 15% canopy coverage, increasing the number of trees in the City from 668,000 to 835,000.

7. **Update the list of recommended trees.** *Trees for San Francisco -- A guide to street-tree planting and care* was last updated in 1995. A further update is needed. In addition, the list of planting situations needs to be expanded beyond street trees.

8. **Engage underserved areas and initiate tree planting.** The North Beach, Sunset, Merced, Potrero Hill, Bay View-Hunters Point, and Excelsior-Outer Mission districts have a lower number of street trees than other areas of the City. To rectify this situation:
 a. Direct the Department of Public Works should provide additional funding to the Friends of the Urban Forest to initiate planting projects in these neighborhoods.
 b. Engage the local community groups to support tree planting and aftercare.
 c. Direct City facilities to initiate tree planting efforts on City property.

9. **Engage the SF Unified School District, private schools and associated PFA groups to develop a tree planting programs.** Tree planting programs at schools not only provide shade and protection from UV radiation but also engage students in the need to care for the urban forest.
 a. Request that Friends of the Urban Forest develop an outreach program to schools and school groups. Provide information and guidelines for planting.
 b. Department of the Environment to provide information on how to incorporate arboriculture and urban forestry into curriculum activities.
 c. The City to match contributions for tree planting and aftercare.
 d. City to develop a recognition program to acknowledge tree planting.
 e. City to seek private contractors to donate tree care services to schools.

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SF Environment

GAVIN NEWSOM, MAYOR
JARED BLUMENFELD, DIRECTOR

AMENDED
CITY AND COUNTY OF SAN FRANCISCO
DEPARTMENT OF THE ENVIRONMENT
URBAN FOREST COUNCIL

Regular Meeting Notice and Agenda

Friday, December 9, 2005, 10:00 AM
City Hall, Room 400
One Dr. Carlton B. Goodlett Place
San Francisco, CA 94102

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SF Public Utilities Commission

AnMarie Rodgers
SF Planning Department

Paul Sacamano
SF Department of Public Works

Alexis Harte
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Public comment will be taken before the Council takes action on any item.

Order of Business

AGENDA

1. **CALL TO ORDER**

2. **ROLL CALL**

3. **ACTION**: Adoption of minutes of the October 25, 2005 Urban Forest Council Regular Meeting. (Explanatory Document: Draft Minutes of the October 25, 2005 Regular Meeting.)

4. **DISCUSSION**: Comprehensive Plan: Dr. Jim Clark, HortScience. Mr. Clark will present his latest draft of the Comprehensive Plan and Council members may discuss it. (Explanatory document: Urban Forest Plan-draft-Nov05.doc)

 Sponsor: Alexis Harte
 Presenter: Jim Clark, HortScience

5. **DISCUSSION AND POSSIBLE ACTION**: City Pruning Standards. Council members will review City Pruning Standards and may vote on a resolution recommending the formal inclusion of these standards in City and County code. (Explanatory documents: City Pruning Standards 5.doc, File R-2005-06 Supporting uniform pruning standards.doc)

 Sponsor: Alexis Harte
 Presenter: Alexis Harte

6. **DISCUSSION AND POSSIBLE ACTION**: Landmark Tree Ordinance. Council members will discuss the latest version of the proposed Landmark Tree Ordinance. Members may vote on a resolution recommending this proposed ordinance to the Board of Supervisors and Mayor (Explanatory documents: Landmark Tree Ordinance 12.05.doc, File R-2005-07 Urban Forestry Ordinance Revisions.doc)

 Sponsor: Alexis Harte
 Presenter: Alexis Harte

7. **COMMITTEE REPORTS**:

 - Funding Committee
 Chair, Michael Sullivan
 The next meeting will be on January 24, 2006 at 12:00 PM at 11 Grove Street.

 - Planning & Policy Committee
 Chair, Paul Sacamano
 The next meeting will be on December 15, 2005 at 4:00 PM at 11 Grove Street.

8. **CHAIR's ANNOUNCEMENTS**: Terry Milne, Chair, Urban Forest Council.

9. **INFORMATION**: New Business

10. **PUBLIC COMMENT**: Members of the public may address the Council on matters that are within the Council's jurisdiction and are not on today's agenda.

11. **ADJOURNMENT**

Public Comment

At this time, members of the public may address the Council on items of interest that are within the subject matter jurisdiction of the Council but are not on today's agenda. Public comment will be taken following each agendized item. Each member of the public may address the Council for up to three minutes, unless otherwise announced by the Chair. If it is demonstrated that the comments by the public will exceed 15 minutes, the Chair may continue Public Comment to another time during the meeting.

The Brown Act forbids the Council from taking action or discussing any item or issue not appearing on the posted agenda. This rule applies to issues raised in public comment as well. In response to public comment, not on an agendized item, the Council is limited to:

1. Briefly responding to statements made or questions posed by members of the public, or
2. Request staff to report back on a matter at a subsequent meeting, or
3. Directing staff to place the item or issue on a future agenda (Government Code Section 54954.2(a).)

Disability Access

The Urban Forest Council meetings will be held in Room 400 or 416, City Hall, 1 Dr. Carlton B. Goodlett Place, San Francisco, CA. The Council meeting room is wheelchair accessible. The closest accessible BART station is the Civic Center Station at United Nations Plaza and Market Street. Accessible MUNI lines serving this location are: #42 Downtown Loop, and #71 Haight/Noriega and the F Line to Market and Van Ness and the Metro Stations at Van Ness and Market and at Civic Center. For information about MUNI accessible services call (415) 923-6142. There is accessible curbside parking adjacent to City Hall on Grove Street and Van Ness Avenue and in the vicinity of the Veterans Building at 401 Van Ness Avenue adjacent to Davies Hall and the War Memorial Complex.

The following services are available on request 48 hours prior to the meeting; except for Monday meetings, for which the deadline shall be 4:00 p.m. of the last business day of the preceding week: For American sign language interpreters or the use of a reader during a meeting, a sound enhancement system, and/or alternative formats of the agenda and minutes, please contact Monica Fish at (415) 355-3709 to make arrangements for the accommodation. Late requests will be honored, if possible.

In order to assist the City's efforts to accommodate persons with severe allergies, environmental illnesses, multiple chemical sensitivity or related disabilities, attendees at public meetings are reminded that other attendees may be sensitive to various chemical based products. Please help the City accommodate these individuals. Individuals with chemical sensitivity or related disabilities should call the Mayor's Office on Disability accessibility hotline at (415) 554-6060.

Know your rights under the Sunshine Ordinance
(Chapter 67 of the San Francisco Administrative Code)

Government's duty is to serve the public, reaching its decisions in full view of the public. Commissions, boards, councils, and other agencies of the City and County exist to conduct the people's business. This ordinance assures that deliberations are conducted before the people and that City operations are open to the people's review. For more information on your rights under the Sunshine Ordinance or to report a violation of the ordinance, contact the Sunshine Ordinance Task Force, Frank Darby, Sunshine Task Force Administrator, City Hall, Room 409, 1 Dr. Carlton B. Goodlett Place, San Francisco, CA 94102-4683 at Phone No.: (415) 554-7724; Fax No.: (415) 554-7854; E-mail: sotf@sfgov.org. Copies of the Sunshine Ordinance can be obtained from the Clerk of the Sunshine Task Force, the San Francisco Public Library and on the City's website at www.sfgov.org.

The ringing of and use of cell phones, pagers and similar sound-producing electronic devices are prohibited at this meeting. Please be advised that the Chair may order the removal from the meeting room of any person(s) responsible for the ringing or use of a cell phone, pager, or other similar sound-producing electronic devices.

Lobbyist Registration and Reporting Requirements

Individuals and entities that influence or attempt to influence local legislative or administrative action may be required by the San Francisco Lobbyist Ordinance [SF Campaign & Governmental Conduct Code §2.100, et. seq] to register and report lobbying activity. For more information about the Lobbyist Ordinance, please contact the Ethics Commission at: 30 Van Ness Avenue, Suite 3900, San Francisco, CA 94102; telephone (415) 581-2300, fax (415) 581-2317; web site at www.sfgov.org/ethics.

Other Important Information

Copies of explanatory documents are available to the public at Department of Environment, 11 Grove Street, San Francisco, California between the hours of 9 a.m. and 5 p.m., or when possible, on the Department of Environment's webpage: **www.sfenvironment.com/**; or, upon request to the Council Secretary, at the above address or telephone number 415-355-3709, or via e-mail at **Monica.Fish@Sfgov.org** within three business days of a meeting.

When bringing handouts to meetings, please photocopy on both sides of the paper and try to use post-consumer recycled or tree-free paper. Also, please bring sufficient copies of handouts for both the Commission and the public.

Urban Forest Council
San Francisco Department of the Environment
City and County of San Francisco
11 Grove Street
San Francisco, CA 94102

Posted: December 6, 2005

[Urban Forestry Ordinance Revisions]

Resolution supporting Ordinance: "Public Works Code - landmark trees and penalties for violation (File: 051458)" and recommending clarification of Ordinance components and additional consideration of responsibilities.

WHEREAS, Trees that have: historic or cultural importance, contribute in an exceptional way to the visual character of neighborhoods, or provide important environmental benefits have a special value and meaning to the community; and,

WHEREAS, Trees that have special value and meaning to the community have been designated as landmark trees in other cities; and,

WHEREAS, San Francisco's current tree ordinance acknowledges landmark trees (Article 16, section 810); and,

WHEREAS, San Francisco's existing landmark tree ordinance can be strengthened through a more comprehensive designation process, increased community awareness, enforcement, and expansion of jurisdiction to include private property; and,

WHEREAS, The Urban Forest Council supports and applauds legislation that would designate and protect landmark trees;

WHEREAS, Supervisor Jake McGoldrick has introduced an Ordinance **"Public Works Code - landmark trees and penalties for violation (File: 051458)"** to protect trees in the categories of landmark and significant; and,

WHEREAS, The Urban Forest Council seeks to clarify the parameters and criteria for this legislation;

NOW THEREFORE BE IT RESOLVED, That the Urban Forest Council endorses the proposed Landmark Tree Ordinance and recommends it to the Board of Supervisors and Mayor.

FILE NO. ORDINANCE NO.

[Public Works Code - landmark trees, significant trees, and penalties for violations.]

Ordinance amending the Public Works Code by amending Section 801 to add to the purposes; by amending Section 802 to modify various definitions; amending Sections 802, 806, and 809 to redefine nuisance trees as hazard trees; amending Sections 802 and 803 authorizing the Urban Forestry Council to succeed to the powers and duties of the Tree Advisory Board and to assume new duties; amending Section 806 to allow for appeals of decisions concerning removal of street trees that are the responsibility of City departments and to extend the notice period to 30 days for removal of street trees that are the responsibility of private property owners; amending Sections 806 and 807 to require imposition of in lieu fees under specified circumstances; adding Section 810A to define significant trees and establish a regulatory program governing their removal; amending Sections 804, 807, and 808 to make conforming changes regarding significant trees; amending Sections 804, 807, 808, and 810 concerning landmark trees and procedures to designate, nominate, and remove landmark trees; amending Section 811 to create civil penalties and fines and to modify provisions on administrative penalties; requiring the Office of the Legislative Analyst to prepare a report concerning financial incentives related to landmark trees; and making environmental findings.

Note: Additions are *single-underline italics Times New Roman*; deletions are ~~*strikethrough italics Times New Roman*~~. Board amendment additions are double underlined. Board amendment deletions are ~~strikethrough normal~~.

Be it ordained by the People of the City and County of San Francisco:

Section 1. Environmental Findings. The Planning Department has determined that the actions contemplated in this Ordinance are in compliance with the California Environmental Quality Act (California Public Resources Code sections 21000 et seq.). Said determination is

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on file with the Clerk of the Board of Supervisors in File No. and is incorporated herein by reference.

Section 2. The San Francisco Public Works Code is hereby amended by amending Sections 801, 802, 803, 804, 806, 807, 808, 809, 810, and 811, to read as follows:

SEC. 801. PURPOSE.

The San Francisco Urban Forestry Ordinance is enacted to further the following public purposes:

(a) To realize the optimum public benefits of trees on the City's streets and public places, including favorable modification of microclimates, abatement of air and noise pollution, reduction of soil erosion and runoff, enhancement of the visual environment, and promotion of community pride;

(b) To integrate street planting and maintenance with other urban elements and amenities, including but not limited to utilities, vehicular and pedestrian traffic, and enhancement of views and solar access;

(c) To promote efficient, cost effective management of the City's urban forest by coordinating public and private efforts within a comprehensive and professional management system;

(d) To reduce the public hazard, nuisance, and expense occasioned by improper tree selection, planting, and maintenance;

(e) To provide for the creation of an equitable, sustained, and reliable means of funding urban-forest management throughout the City;

(f) To create and maintain a unified urban-forest resource, enhancing the City's overall character and sense of place.

(g) To recognize that trees are an essential part of the City's aesthetic environment and that the removal of important trees should be addressed through appropriat public participation and dialogue, including the California Environmental Quality Act (Public Resources Code Sections 21000 et seq.

SEC. 802. DEFINITIONS.

Unless the context specifically indicates otherwise,

(a) "Administrative cost" shall mean 20 percent of the Department's actual replacement cost, or a minimum of $100, whichever is greater.

(b) "City" shall mean the City and County of San Francisco.

(c) "Community Boards" of San Francisco shall mean the neighborhood mediation/dispute settlement service established under the auspices of The Community Boar Program, Inc.

(d) "Department" shall mean the Department of Public Works of the City and Count of San Francisco.

(e) "Director" shall mean the Director of the Department of Public Works or the Director's designee.

(f) "Ex officio" shall mean a current employee of any City department, or California or federal agency whose appointment to the ~~*Tree Board*~~ *Urban Forestry Council* has been approved by the Director *of the Department of the Environment*.

(g) "Injure" or "injury" shall mean any act which harms or damages a tree, including but not limited to impact, cutting, carving, *painting,* transplanting, or knocking over, and includes but is not limited to the following: injurious attachment of any rope, wire, nail, advertising poster, or other contrivance to any ~~street~~ tree ~~*as set forth in Sections 675 and 675.1 of the Municipal Police Code*~~ subject to the provisions of this Article; intentionally or negligently

allowing any gaseous, liquid, or solid substance that is harmful to a tree to come into contact with a tree; setting fire or intentionally or negligently permitting any fire to burn when such fire or the heat therefrom will injure any part of any tree; pruning which in and of itself will kill or cause a tree to decline; or severing of all or part of a tree.

(h) "In-lieu fee" shall mean a fee deposited into the Adopt-A-Tree Fund and imposed by the Director. The in-lieu fee shall be equal to the replacement value of a tree(s) to be removed or trees that have been destroyed *or as otherwise specified in Section 811*. In the case of trees required to be planted by Section 143 of the City Planning Code, yet excused under Section 143(d) of the Planning Code, the in-lieu fee shall be equal to the City's cost to plant and water a tree for two years.

(i) "Interested San Francisco organization" shall mean a San Francisco organization or individual that has made a written request to the Department for notification of proposed ~~street~~ tree removals in a specified area(s) or neighborhood(s).

(j) "Landmark tree" shall mean a tree so designated pursuant to Section 810 of this Article.

(k) "Landscape material" shall mean any tree, shrub, groundcover or other plant.

(l) "Maintenance" shall mean those actions necessary to promote the life, growth, health, or beauty of a tree. Maintenance includes both routine and major activities. "Routine maintenance" shall include adequate watering to ensure the tree's growth and sustainability; weed control; removal of tree-well trash; staking; fertilizing; routine adjustment and timely removal of stakes, ties, tree guards, and tree grates; bracing; and sidewalk repairs related to the tree's growth or root system pursuant to Section 706 of this Code. "Major maintenance" shall include structural pruning as necessary to maintain public safety and to sustain the health, safety, and natural growth habit of the tree; pest and disease-management procedures

as needed and in a manner consistent with public health and ecological diversity; replaceme of dead or damaged trees. *Pruning practices shall be in compliance with International Society of Aboriculture Best* Management *Practices and ANSI Pruning Standards, whichever is more protecti of tree preservation.*

(m) "Median strip" shall mean the dividing area in the public way between opposing lanes of vehicular traffic.

(n) "Notice" shall mean written notice by personal delivery or by mailing, either by letter or postal card, postage prepaid to the last known address as the same appears on the City's most recent assessment rolls.

(o) "~~*Nuisance*~~ *Hazard* tree" shall mean any tree that poses an imminent hazard to person or property. The Director may determine that a tree ~~may be deemed~~ is a ~~*nuisance*~~ *hazard* if it or any part of it: (1) appears dead, dangerous, or likely to fall, even after proper maintenance activities are performed to eliminate dead or dangerous parts; (2) obstructs or damages a street, ~~or~~ sidewalk, *or other* existing *structure*; (3) harbors a serious disease or infestation threatening the health of other trees; (4) interferes with vehicular or pedestrian traffic; or (5) ~~obstructs official street cleaning activities; or (6)~~ poses any other significant hazard or potential hazard, as determined by the Director; provided, however, that feasible measures have been applied to abate any such hazard, such as applicable maintenance activities listed in Section 802(l) of this Article. The Director's determination shall be in writing

(p) "Person" shall mean any individual, firm, partnership, association, corporation, company, or organization of any kind.

(q) "Planting" shall mean putting or setting into the ground or into a container to grow and irrigating until self-sufficient.

(r) "Removal" shall mean any intentional or negligent moving, carrying away, elimination or taking away of part or all of a tree.

(s) "Replacement value" shall mean the actual cost to the Department of replacing a tree or landscape material removed or destroyed with a comparable tree or with comparable landscape material. Certain trees or landscape material, because of their size, species or historical significance, cannot be replaced from available nursery stock. In such case, "replacement value" shall be determined pursuant to the valuation formula adopted by the International Society of Arboriculture, as amended from time to time, plus the Department's actual costs to replace the tree. "Replacement value" shall include the Department's administrative costs.

(t) 'Sidewalk" shall mean the area between the curbing and the abutting private property lot line, whether paved or unpaved, as legislated by the Board of Supervisors and as reflected in the Department's official maps.

(u) "Significant Tree" shall mean a tree so defined in Section 810A of this Article.

(v) "Street" shall mean the vehicular travel-way portion of any public street, avenue, boulevard, lane, road, parkway, freeway, or other public way.

(~~v~~ow) "Street tree" shall mean any tree growing within the public right-of-way, including unimproved public streets and sidewalks, and any tree growing on land under the jurisdiction of the Department.

(~~w~~ax) "Tree" shall mean any large perennial plant having a woody trunk(s), branches, and leaves. Trees also shall include palm trees.

~~(x) *"Tree Advisory Board" or "Tree Board" shall mean a board of private citizens to be appointed and to perform specific duties as set forth in Section 803 of this Article.*~~

(y) "Urban forest" shall mean all trees on public streets and rights-of-way within the borders of the City and County of San Francisco, ~~and~~ any trees growing on land subject to the jurisdiction of the Department, *and any other trees subject to the provisions of this Article*.

(z) "Urban Forestry Council" shall mean the Urban Forestry Council as established under the Environment Code Chapter 12.

SEC. 803. ~~*TREE ADVISORY BOARD; ESTABLISHMENT; APPOINTMENT*~~ *URBAN FORESTRY COUNCIL*; *ADDITIONAL* POWERS AND DUTIES.

(a) ~~*There is hereby established an advisory board to be known as the Tree Advisory Board consisting of nine private citizens, at least three of whom shall be professionally trained and experienced in a tree-related field. All members of the Tree Board shall serve without compensation. Members shall be appointed by the Director for a term of four years and shall serve at the Director's pleasure. All terms shall commence 30 days after the enactment of this Article. Members may serve successive terms without limitation. At least one member shall be selected from a list of persons nominated by the Director, one from a list nominated by the Mayor, and one from a list nominated by the Board of Supervisors. At least one Department representative shall serve as an ex officio nonvoting member of the Tree Board. Any City agency, State agency, or federal agency may request of the Director an appointment to the Tree Board as an ex officio nonvoting member.*~~

~~*(b) The Tree Board shall meet at least six times a year and shall establish its own operating procedures which, at a minimum, shall meet the public notice, meeting, voting, agenda and other procedural requirements of Section 3.500 of the San Francisco Charter.*~~

~~*(c)*~~ The ~~*Tree Board*~~ *Urban Forestry Council* shall serve in an advisory capacity to the Director or his designee on matters relating to this Article and to tree management in the City. The responsibilities of the ~~*Tree Board*~~ *Urban Forestry Council* may include but shall not be limited to the following:

(1) Studying the problems and determining the needs of the City concerning its street tree planting and maintenance programs, and advising the Director in this regard;

(2) Preparing for the Director an annual report detailing the state of the urban forest;

(3) Recommending to the Director appropriate species of trees to be planted on City streets or other areas under the Department's jurisdiction;

(4) Working with the Community Boards of San Francisco in developing guidelines, standards, and procedures for the mediation of conflicts between property owners over the protection of views, solar access, planting/removal of trees, and other tree-related issues;

(5) Working with the Director concerning the maintenance of an Urban Forestry Management Plan;

(6) Developing and recommending for Board of Supervisors' adoption uniform criteria for ~~establishing~~ designating "landmark" ~~status for~~ trees ~~under the jurisdiction of the Department~~ and uniform criteria, rules, and procedures for the removal of "landmark" trees pursuant to Section 810;

(7) Making recommendations to the Director on appeals of applications for tree removal;

(8) Recommending to the Director information to be distributed to the public concerning the selection, planting, and maintenance of trees throughout the City; and

(~~8~~9) Recommending to the Director desirable City tree programs and activities, including legislation and funding mechanisms.

(b) The Urban Forestry Council shall perform such other duties assigned to it under the Municipal Codes.

SEC. 804. JURISDICTION.

(a) Department's Jurisdiction. The Department shall have jurisdiction over the planning, planting, maintenance, and removal of trees in any street or other public right-of-wa as defined in Section 244 of this Code; over any landscape material in any street median, center strip, or other landscaped portion of a public right-of-way; over trees and other landscape material in other public spaces under the jurisdiction of the Department; ~~and~~ over ~~nuisance~~ *hazard* trees on private property ~~only~~ as specified in Section 809 and 810A of this Article*; over landmark trees as specified in Section 810*; and over significant trees as specified in Section 810A.

SEC. 806. PLANTING AND REMOVAL OF STREET TREES.

(a) Planting and Removal by the Department.

(1) Planting. The Department may determine to plant a new tree(s) in a sidewalk or public right-of- way. When the Department determines to plant a new street tree(s), the Department will undertake maintenance responsibility for such new street tree and shall send a courtesy notice to the abutting property owner prior to planting such new tree. Any objections to the proposed work must be submitted to the Director in writing and postmarked within 30 days after notice by the Director. The Director shall consider such objections and may hold a hearing, in the Director's discretion. The Director's decision on the matter shall be final and nonappealable.

(2) Removal of Street Trees. No street tree shall be cut down or removed by the Department unless:

(A) The Department gives 30 days' prior written notice to the owner of the property abutting the affected tree; and

(B) Thirty days prior to the removal date, the Department notifies all interested San Francisco organizations ~~and owners~~ and, to the extent practical, all owners and occupants of properties that are on or across from the block face where the affected tree is located. In addition, 30 days prior to the removal date, the Department shall post a notice on the affected tree.

(3) Appeal of Tree Removal.

(A) If within 30 days after the giving of notice for street tree removal, as specified in Subsection (a)(2), or if within 15 days after the giving of notice for removal of a ~~*nuisance*~~ *hazard* street tree, as specified in Subsection (a)(4), any person files with the Department written objections to the removal, the Director shall hold a hearing to consider public testimony concerning the proposed tree removal. Written notice of the date, time and place of the hearing shall be posted on the affected tree, provided in a newspaper of general circulation, and sent to the objecting party, the owner of the property abutting the affected tree, and all interested San Francisco organizations, not less than seven days prior thereto.

(B) The Director shall issue his or her written decision and order on the objections after the public hearing specified above.

(C) The Director's decision shall be final and ~~nonappealable~~appealable to the Board of Appeals.

(4) Removal of ~~*Nuisance*~~ *Hazard* Street Trees.

(A) No ~~*nuisance*~~ *hazard* street tree shall be cut down or removed by the Department unless:

(i) The Department gives 15 days' prior written notice to the owner of the property abutting the affected tree; and

(ii) Fifteen days prior to the removal date, the Department notifies all interested San Francisco organizations ~~and owners~~ and, to the extent practical, owners and occupants of properties that are on or across the block face where the affected tree is locate In addition, 15 days prior to the removal date, the Department shall post a notice on the affected tree.

(B) ~~*Nuisance*~~ *Hazard* street tree shall have the same meaning as "~~*nuisance*~~*hazard* tree" in Section 802(o) except that a ~~*nuisance*~~ *hazard* street tree is located within the public right-of-way and is the maintenance responsibility of the Department.

(5) Emergency Removal. In the case of manifest danger and immediate necessity, as determined by the Director, the Department may remove any street tree immediately. After such emergency removal, the Department shall ~~make a reasonable effort to notify owners~~ provide notice of the necessity for such action to the owner of the property abutting the affected tree, all interested San Francisco organizations and, to the extent practical, all owners and occupants of properties that are on or across from the block face where the affected tree was removed ~~and interested San Francisco organizations of the necessity for such action~~.

(b) Planting and Removal by Persons Other Than the Department.

(1) Planting and Removal Permits. It shall be unlawful for any person to plar or to remove any street tree without a valid permit for such work issued by the Department. A permits for the planting or removal of street trees issued by the Director for residential properties shall be recorded on the Report of Residential Building Records in accordance wit Section 351 of the Housing Code. All work associated with a street tree permit must be completed within six months of issuance, unless an extension has been granted by the Department.

(2) Planting. An abutting property owner who desires a permit to plant a street tree shall apply to the Department on the designated form. If approved by the Director, a permit to plant the specified species of tree(s) shall be issued to the applicant. There shall be no administrative fee imposed for a permit to plant a street tree unrelated to property development. The Director's decision on a street tree planting permit shall be final and appealable to the Board of Appeals.

(3) Removal.

(A) An abutting property owner who desires a permit to remove a street tree shall apply to the Department on the designated form. Such application must be accompanied by an administrative fee in accordance with a fee schedule adopted by the Director. The Department may grant or deny the permit in accordance with the following procedures and requirements. If the Department grants a tree removal permit, it ~~may~~ shall require that another street tree be planted in the place of the removed tree or impose an in-lieu fee unless it makes written findings detailing the basis for waiving this requirement.

(B) Thirty days prior to the removal date, the Department shall give notice to all interested San Francisco organizations and, to the extent practicable, the owners and occupants of properties that are on or across form the block face or adjacent to where the affected tree is located. In addition, ~~10~~30 days prior to the removal date, the Department shall post a notice on the affected tree. If within ~~10~~30 days after the giving of such notice any person files with the Department written objections to the removal, the Director shall hold a hearing prior to removing the tree. Written notice of the date, time and place of the hearing shall be posted on the affected tree and sent to the objecting party and all interested San Francisco organizations not less than seven days prior thereto.

(C) The Director shall issue his or her written decision and order on the objections after the public hearing specified above.

(D) The Director's decision shall be final and appealable to the Board of Appeals.

(c) Planting and Removal by City Agencies, Commissions, or Other Departments. I a City agency, commission, or department other than the Department of Public Works desire to plant or remove a street tree, such agency, commission, or department shall be subject to the provisions of Subsection (b); provided, however, that for purposes of street tree removal, the notice and procedures for Director's hearings set forth in Subsections (a)(2) and (a)(3)~~(A) and (B)~~ shall apply.

SEC. 807. DEPARTMENT OF PUBLIC WORKS URBAN FORESTRY PROGRAM; POWERS AND DUTIES.

(a) Arterial Planting Program. The Department shall continue its program of appropriate street tree planting along major traffic routes and commercial streets throughout the City.

(b) Neighborhood Planting Program. The Department shall continue to encourage and support neighborhood planting programs. Support may include, but need not be limited to, provision of trees and materials, sidewalk cutting and removal, planting labor, technical advice, and organizational assistance. The Department is hereby authorized to donate such funds, materials and labor to neighborhood planting programs as are deemed by the Director to be in the public interest and in the interest of the promotion of the urban forest.

(c) Public Education. The Department shall undertake an on-going program of public outreach and education in order to promote public understanding of the City's urban forest and public adherence to the standards and procedures established under this Article.

(d) Authority over Site Development Plans.

(1) The Department shall have the authority to review and comment on site development plan applications received by the City's Central Permit Bureau that pertain to the planting, alteration, or removal of street trees. The Department shall also have the authority to review and comment on site development plan applications that pertain to the alteration or removal of landmark trees designated pursuant to Section 810(a) of this Article and significant trees pursuant to Section 810A of this Article. Protection of such trees during construction shall be required in accordance with Section 808(c) of this Article. Removal of such trees shall be subject to the applicable rules and procedures for removal set forth in Section 806, 810, or 810A of this Article.

(2) If the Zoning Administrator modifies or waives the requirements of Planning Code Section 143 pursuant to Planning Code Section 143(d), the Department ~~may~~shall impose an in-lieu fee of the property owner so excused. Further, if a property owner is required to plant a street tree pursuant to Planning Code Section 143, the Department ~~can~~shall require that the property owner maintain such tree or replace any such tree that subsequently dies or is removed by any person, or pay an in-lieu fee. The Department shall follow the requirements set forth herein for tree replacement or payment of an in-lieu fee unless it makes written findings detailing the basis for waiving said requirements.

(e) Adopt-A-Tree Fund. Pursuant to Section 10.117-77 of the Administrative Code, the Department shall maintain an Adopt-A-Tree Fund to enhance the urban forestry program.

(f) In-Lieu Planting Program. The Department shall develop and implement an In-Lieu Planting Program to offset the loss of street trees, significant trees, *and landmark trees* due to removal, destruction, or death. The In-Lieu Planting Program shall also compensate for the loss of trees required to be planted by Section 143 of the Planning Code, yet excused by the

Zoning Administrator pursuant to Planning Code Section 143(d). The Department ~~may~~shall impose an in-lieu fee in accordance with a fee schedule adopted by the Director where a street tree is destroyed, removed or is excused from planting where otherwise required by Planning Code Section 143. The Department ~~may~~ also shall assess an in-lieu fee *or such other penalty as set forth in Section 811* as mitigation for violation of the requirements of this Article. The Department shall follow the requirements set forth herein for payment of an in-lieu fee unless it makes written findings detailing the basis for waiving said requirements. *As set forth in Section 811, in*~~In~~-lieu fees shall be deposited in the Adopt-A-Tree Fund.

(g) Tree Adoption Program. The Department shall develop and implement a tree adoption program to allow persons to donate money for the purpose of tree planting and maintenance. Money donated to the City and County for the purpose of tree planting and maintenance shall be deposited into the Adopt-A-Tree Fund.

SEC. 808. PROTECTION OF TREES AND LANDSCAPE MATERIAL.

(a) Injury to or Destruction of Trees Prohibited. It shall be unlawful for any person to intentionally, maliciously or through gross negligence injure or destroy a street tree, ~~or~~ any tree on City property, a significant tree, *or a landmark tree*. Removal of a tree under City order or removal in accordance with a permit issued pursuant to Section 806, 810, *or 810A* of this Article is exempt from this prohibition.

(b) Injury to or Destruction of Landscape Materials Prohibited. It shall be unlawful for any person to intentionally, maliciously or through gross negligence injure or destroy any landscape material in any street median, center strip, or other landscaped portion of a public right-of-way under the City's jurisdiction, except as authorized by the Department.

(c) Construction Work: Protection of Trees Required. It shall be unlawful for any person to engage in any construction work on private or public property without first taking

steps to protect street trees, significant trees, *and landmark trees* from damage, including damage caused by soil compaction or contamination, excavation, or placement of concrete or other pavement or foundation material. If excavation, construction, or street work is planned within the dripline of a significant tree, a~~All~~ *landmark* trees or a tree on any street or other publicly owned property ~~*near* any excavation, construction, or street work~~ said tree(s) shall be adequately protected. If any construction work results in the injury or damage to such trees, the responsible party(ies) may be subject to the penalties set forth in Section 811 of this Article.

SEC. 809. ~~*NUISANCE*~~ *HAZARD* TREES; ABATEMENT.

(a) Notice to Property Owner(s). Upon a finding by the Director that a tree on private property or a street tree for which a property owner is responsible is a "~~*nuisance*~~ *hazard* tree" as defined herein, the Director shall provide notice to the property owner(s) which describes the condition creating the ~~*nuisance*~~ *hazard*, the actions required to be taken to abate the ~~*nuisance*~~ *hazard*, and the date by which compliance must be completed. Required action may include replacement or removal of the tree in accordance with applicable requirements and procedures provided in this Article for removal of the subject tree. In cases of extreme danger, as determined by the Director, the Director may require immediate compliance.

(b) Director of Public Works To Abate ~~*Nuisance*~~ *Hazard* if Owner Fails To Do So. If the responsible property owner does not undertake in a timely manner the abatement action, as required by said notice, the Director may perform necessary work to abate the ~~*nuisance*~~*hazard*. The cost of such abatement, including labor, equipment, materials, inspection services, and administrative costs, shall be an obligation owing by the responsible property owner(s) to the City.

(c) Method of Enforcement and Collection of Lien. The Department shall send notice of assessment of costs to the responsible property owner. Such notice shall include a statement that payment is due within 60 days of the mailing date of the notice. If a responsible property owner fails timely to remit payment, the Department shall send a second notice of payment due. Such second notice shall include a statement that failure timely to remit payment in full to the City within 30 days of the mailing of the second notice shall cause the Director to institute lien proceedings pursuant to Sections 706.4-706.7 of this Code. Enforcement and collection of liens for costs associated with ~~*nuisance*~~*hazard* tree abatement shall be in accordance with Sections 706.4-706.7 of this Code, except that all monies received in payment of such liens*, with the exception of enforcement costs,* shall be credited to the Adopt-A-Tree Fund.

SEC. 810. LANDMARK TREES.

(a) Designation Criteria. ~~With the advice of the Tree Board and following a public hearing, the Director shall adopt criteria for the designation of landmark trees, which criteria shall include consideration of the age, size, shape, species, location, historical association, visual quality, or other contribution to the City's character. Upon the recommendation of the Director, the Board of Supervisors may designate as a "landmark tree" any street tree or any tree on property under the jurisdiction of the Department meeting the criteria adopted by the Director, or may rescind such designations. Any person seeking to have a tree designated as a landmark must pay all costs related to the Board of Supervisors hearing.~~

~~(b) Advise the Zoning Administrator. Upon request by the Zoning Administrator, the Director shall advise the Zoning Administrator regarding landmark trees on a proposed construction site. The Department shall propose measures to protect landmark trees on a construction site against damage to trunk, roots, and branches.~~

~~(c) Removal; Special Permit Required. Except in the case of manifest danger and immediate necessity, landmark trees shall be removed only upon a determination of the Board of Supervisors following a public hearing. The Director shall issue criteria governing such determinations. If the Board of Supervisors determines that removal of a landmark tree is necessary or permissible, it may impose such reasonable conditions on the permit for removal as it deems necessary to compensate for the loss of the tree, including but not limited to the replacement value of the tree, and administrative costs, or contribution to the Adopt-A-Tree Fund. Any person seeking permission to remove a landmark tree must pay all costs related to the Board of Supervisors hearing.~~ The Urban Forestry Council shall develop and recommend for adoption by the Board of Supervisors uniform criteria for the designation of landmark trees, which criteria shall include consideration of the age, size, shape, species, location, historical association, visual quality, or other contribution to the City's character, as set forth Section 810(f)(4)(A)-(E) below. Upon adoption by the Board of Supervisors, the designation criteria shall apply to all trees within the territorial limits of the City and County of San Francisco.

(b) Designation Process.

(1) Nominations. A tree may be nominated for designation as a landmark tree by any of the following parties: (i) the property owner whose property contains the subject tree by a written request to the Urban Forestry Council; (ii) the Board of Supervisors, Planning Commission, or Landmarks Preservation Advisory Board by adoption of a resolution of intent to nominate a tree for landmark status; or (iii) the director of any City agency or department by filing a nomination letter with the Urban Forestry Council. Each tree nominated for landmark tree status shall be the subject of a separate individual nomination.

(2) Content of Nominations. Nominations shall be made in writing to the Urban Forestry Council and shall include the basis for the nomination, which may address one or more of the adopted designation criteria, including the factors listed below in Section 810(f)(4)(A)-(E) below; the lot, assessor's block, and street address of the subject property; one or more pictures of the tree; and any other information that the nominating property owner or entity believes would be pertinent to the nomination.

(3) Urban Forestry Council Hearing and Determination. The Urban Forestry Council shall hold a public hearing on a nomination within 60 days of receipt of a completed nomination request, and shall determine whether the tree qualifies as a landmark tree pursuant to the adopted designation criteria. After the conclusion of the public hearing, the Urban Forestry Council shall adopt written findings that specify the basis for its decision to approve or reject the nomination and shall forward these findings to the applicant for the nomination and the affected property owner. If the Urban Forestry Council determines that the subject tree meets the adopted designation criteria, it shall forward said decision to the Director, as to a tree on private property, or to the subject City agency, commission or department, as to a tree on City-owned property. If the Urban Forestry Council rejects the nomination, the Council shall not accept a new request for the subject tree for three years from the date of its decision. If the Urban Forestry Council determines that a tree qualifies as a landmark tree, its written findings on the nomination shall be forwarded, along with any recommendations of relevant City agencies, commissions or departments, to the Board of Supervisors for its consideration pursuant to Section 810(b)(4) of this Article. If the Urban Forestry Council fails to forward said findings to the Board of Supervisors within 90 days of the Urban Forestry Council's receipt of the nomination request, the Board of Supervisors may, in its discretion, schedule a public hearing on the nomination, in which event, the failure of the

Urban Forestry Council to forward said findings within the 90 day period shall constitute its disapproval of the nomination.

(4) Designation. Upon the recommendation of the Urban Forestry Council, the Board of Supervisors may designate as a "landmark tree" any tree within the territorial limits of the City and County of San Francisco that meets the adopted designation criteria, or may rescind such designations.

(c) Landmark Tree Designation Recorded Notice and Official Book. Upon Board of Supervisors designation of a landmark tree, the Department or affected agency shall record a notice on the subject property concerning the landmark tree. The Department also shall record the landmark tree designation in an official book entitled Landmark Trees. If the landmark tree is a street tree under the maintenance responsibility of the Department, the Department shall record the landmark tree designation in a separate section of the Landmark Tree book that is reserved for those landmark trees under the maintenance responsibility of the Department. The Department shall maintain this book for public review and update it on a regular basis with the assistance of affected agencies.

(d) Temporary Designation of Landmark Tree Status. At the time a member of the Board of Supervisors introduces a resolution of intent to initiate a nomination and submits to the Clerk of the Board of Supervisors the information required for a landmark tree nomination request as set forth in Section 810(b)(2), the subject tree shall be temporarily designated as a landmark tree ("temporary designation") and be subject to the provisions governing landmark trees set forth herein while proceedings are pending on the landmark tree designation. At the time the Planning Commission or Landmarks Preservation Advisory Board adopts a resolution of intent to initiate a nomination, temporary designation of the subject tree shall occur. If the Director of the Department or the director of any other City agency, commission or department

initiates landmark tree designation, temporary designation shall occur when the Urban Forestry Council adopts a resolution determining that the subject tree qualifies for landmark tree status. In addition, the Director of the Department shall have the authority to issue an emergency order that temporarily designates a tree on private property or on any property under the jurisdiction of the Department to prevent the immediate removal of a tree. Upon temporary designation pursuant to this Section, the entity initiating nomination shall immediately inform the Director who shall immediately cause a notice to be provided to the relevant department or private property owner informing them of the special permit and approval requirements pursuant to Section 810(f). If 180 days have elapsed from the date of temporary designation and final action on landmark tree designation has not been completed, the temporary designation status for the subject tree shall expire unless extended by a vote of the Board of Supervisors. Although the subject tree ultimately may be designated as a landmark tree sometime after expiration of temporary designation status, once the temporary designation has expired, the affected tree shall not be subject to a new temporary designation for at least two years from the date of temporary designation.

(e) Zoning Administrator. The Zoning Administrator shall be required to identify designated landmark tree(s) on proposed development or construction sites and to notify the Urban Forestry Council and the Department or affected City agency, commission or department. The Zoning Administrator and the Department or such other City Agency, commission or department with jurisdiction, shall be required to impose measures to protect such landmark trees on a construction site against damage to trunk, roots, and branches in accordance with Section 808(c) of this Article. Removal of such trees shall be subject to the rules and procedures for removal of landmark trees provided in this Section.

(f) Removal Criteria and Procedures.

(1) Removal Criteria. The Urban Forestry Council shall develop and recommend for adoption by the Board of Supervisors uniform criteria, rules, and procedures governing determinations to remove landmark trees. Removal criteria shall require consideration and written findings on all of the factors related to the landmark tree as set forth in Section 810(g)(4), below, and shall not authorize the removal of a landmark tree unless the it constitutes a hazard tree pursuant to Section 802(o). Public notice, in accordance with the requirements of Section 806(a)(2), and a hearing shall be required.

(2) Removal on Private Property; Special Permit Required. A property owner who desires a permit to remove a landmark tree shall apply to the Department on the designated form. Such application must be accompanied by an administrative fee in accordance with a fee schedule adopted by the Director. Except in the case of manifest danger and immediate necessity, landmark trees on private property shall be removed only after the Director's determination and issuance of a permit, following a public hearing. If the Director determines that removal of a landmark tree is necessary or permissible in accordance with the adopted removal criteria, the Director may impose such reasonable conditions on the permit for removal as he or she deems necessary to compensate for the loss of the tree, including but not limited to the replacement value of the tree, administrative costs, and contribution to the Adopt-A-Tree Fund. The Director's determination shall be final and appealable to the Board of Appeals. Any person seeking permission to remove a landmark tree must pay all costs related to the permit process and public hearings.

(3) Removal on City-owned Property; Special Approval Required. Removal of a landmark tree(s) on City property under the jurisdiction of any City agency, commission, or department shall be subject to the criteria, rules, and procedures adopted by the Board of Supervisors pursuant to Section 810(f)(1), above, including the process for public notice and a

hearing prior to removal of the tree. After following said criteria, rules, and procedures, the subject City agency, commission, or department shall make its decision on removal of a landmark tree(s). Such decision is final and nonappealable. Pending the Board of Supervisor's adoption of the criteria, rules, and procedures pursuant to Section 810(f)(1), the agency, commission, or department shall follow similar rules and procedures for removal of street trees as set forth in Section 806(c) and for removal of hazard trees as set forth in this Section 806(a)(4). This Subsection shall not supercede the Charter jurisdiction that has been granted to any City agency, commission, or department.

(4) Required Findings. As part of any determination that authorizes removal of any landmark tree, the City entity making such determination shall, in addition to the adopted removal criteria, consider and make written findings on each of the following factors related to the tree:

(A) Size, age, and species;

(B) Visual characteristics, including the tree's form and whether it is a prominent landscape feature;

(C) Cultural or historic characteristics, including whether the tree has significant ethnic appreciation or historical association or whether the tree was part of a historic planting program that defines neighborhood character;

(D) Ecological characteristics, including whether the tree provides important wildlife habitat, is part of a group of interdependent trees, provides erosion control, or acts as a wind or sound barrier;

(E) Locational characteristics, including whether the tree is in a high traffic area or low tree density area, provides shade or other benefits to multiple properties, and is visually accessible from the public right-of-way; and

(F) One or more criteria that qualify the tree as a hazard tree pursuant to Section 802(o).

(5) Emergency Removal on Private Property. In the case of manifest danger and immediate necessity, as determined by the Director, the Director may remove or require the responsible owner(s) to remove a landmark tree immediately. After such emergency removal, the Director shall provide written notice of the necessity for such action to the Board of Supervisors and the Urban Forestry Council and shall also provide such notice to all interested San Francisco organizations and, to the extent practical, to the owners and occupants of properties that are on or across from the block face where the affected tree was removed. If the Department incurs any costs related to an emergency removal, said costs, including labor, equipment, materials, inspection services, and administrative costs, shall be an obligation owing by the responsible owner(s) to the City. Removal of a landmark tree pursuant to this Subsection is not subject to Section 810(f)(4) above.

(6) Emergency Removal on City-owned Property. In the case of manifest danger and immediate necessity, as determined by the director or general manager of the subject agency, commission, or department, the subject agency, commission, or department may remove a landmark tree within its jurisdiction immediately. After such emergency removal, the subject agency, department, or commission shall provide written notice of the necessity of such action to the Board of Supervisors, Urban Forestry Council and Department of Public Works and shall also provide such notice to all interested San Francisco organization and, to the extent practical, he owners and occupants of properties that are on or across from the block face where the affected tree was removed. Removal of a landmark tree pursuant to this Subsection is not subject to Section 810(f)(4) above.

(g) If a landmark tree(s) has been designated as part of a local historic district or landmark under Article 10 of the Planning Code, removal of such tree shall be subject to the procedures set forth in the Planning Code Article 10 in addition to the requirements of Subsection 810(f) above. In the case of a conflict between Section 810(f) and the Article 10 designation, the more restrictive provisions shall apply.

SEC. 811. PENALTIES FOR VIOLATION OF ORDINANCE.

(a) Criminal Penalties. Violation of any of the provisions of Sections 806, 808, ~~and~~ 810(~~c~~(f)(1), and 810A(b) of this Article shall be chargeable as an infraction or a misdemeanor. Every violation determined to be an infraction is punishable by a fine of $200 for a first violation and $400 for each additional violation within one year. Every violation determined to be a misdemeanor is punishable by a fine not exceeding $1,000 and/or imprisonment in the County Jail for a period not to exceed six months, for each offense.

(b) ~~*Administrative*~~ Civil Penalties *and Fees*.

(1) The Director may call upon the City Attorney to maintain an action for injunction to restrain or summary abatement to cause the correction or abatement of the violation of this Article, and for assessment and recovery of a civil penalty and reasonable attorney's fees for such violation.

(2) Any person who violates this Article may be liable for a civil penalty, not to exceed $500 for each day such violation is committed or permitted to continue, which penalty shall be assessed and recovered in a civil action brought in the name of the people of the City by the City Attorney in any court of competent jurisdiction. In assessing the amount of the civil penalty, the court may consider any one or more of the relevant circumstances presented by any of the parties to the case including, but not limited to, the following: the nature and seriousness of the misconduct, the number of violations, the persistence of the misconduct, the length of time over which the misconduct occurred;

and the wilfulness of the defendant's misconduct. The City Attorney also may seek recovery of the attorneys' fees and costs incurred in bringing a civil action pursuant to this Section.

(c) Administrative Penalties.

(1) In addition to the penalties set forth in Subsections (a) *and (b)* above, *the Director may require* any person who removes, damages, or destroys a tree in violation of the provisions of this Article ~~*shall*~~ *to* pay a sum of money equal to the tree's replacement value or the diminishment of the tree's value *as set forth in the current edition of the Guide for Plant Appraisal (Council of Tree and Landscape Appraisers). In no case shall the administrative penalty be less than $500 per violation. When one or more additional violations occur within one year of the first violation, the Director may assess a responsible party double the tree's replacement value or the diminishment of the tree's value. Depending on the nature and seriousness of the misconduct, including unpermitted removal of or damage to a landmark* or significant *tree; the number of violations; the persistence of the misconduct; the length of time over which the misconduct occurred; or the wilfulness of the defendant's misconduct, the Director may assess additional penalties in excess of the amounts specified above. In addition to the administrative penalty assessed pursuant to this Section, the Director may assess enforcement costs to cover the reasonable costs incurred in enforcing the administrative penalty, including reasonable attorneys' fees.* Any and all amounts paid or collected pursuant to this subsection, *with the exception of enforcement costs,* shall be deposited into the Adopt-A-Tree Fund.

(2) The Department shall send notice of the assessment of administrative ~~*civil*~~ penalties to the responsible ~~*property owner*~~ *party*. Such notice shall include a statement that payment is due within 60 days of the mailing date of the notice. If a responsible property owner fails timely to remit payment, the Department shall send a second notice of payment due. Such second notice shall include a statement that failure timely to remit payment in full to

the City within 30 days of the mailing of the second notice shall cause the Director to institute lien proceedings pursuant to Sections 706.4 - 706.7 of this Code. Enforcement and collection of liens for costs associated with ~~*nuisance*~~ *hazard* tree abatement shall be in accordance with Sections 706.4 - 706.7 of this Code, except that all monies received in payment of such liens *with the exception of enforcement costs,* shall be credited to the Adopt-a-Tree Fund.

Section 3. The San Francisco Public Works Code is hereby amended by adding Section 810A, to read as follows:

SEC. 810A. SIGNIFICANT TREES.

(a) Definition. For purposes of this Section, a significant tree shall be a tree: (1) on property under the jurisdiction of the Department of Public Works or (2) on privately owned-property with any portion of its trunk within 10 feet of the public right-of-way, and (3) that satisfies at least one of the following criteria: (a) a diameter at breast height (DBH) in excess of twelve (12) inches, (b) a height in excess of twenty (20) feet, or (c) a canopy in excess of fifteen (15) feet. The Director may deem a significant tree a hazard tree if such tree satisfies the provisions of Section 802(o). A landmark tree shall not be treated as a significant tree even if the landmark tree meets one or more of the abovementioned criteria. A landmark tree shall be governed by the provisions of Section 810.

(b) Removal; Requirements.

(1) Removal of a significant tree(s) on privately-owned property shall be subject to the rules and procedures governing permits for removal of street trees as set forth in Section 806(b).

(2) Removal of a significant tree(s) that are the responsibility of the Department shall be subject to the rules and procedures governing permit for Departmental removal of street trees as set forth in Section 806(a).

(3) If the Director determines that a significant tree is a hazard tree, this Article's provisions applicable to removal of a hazard tree shall apply.

(4) Emergency Removal. In the case of manifest danger and immediate necessity, as determined by the Director in writing, the Director may remove or require the responsible owner(s) to remove a significant tree immediately. After such emergency removal, the Department shall provide written notice to all interested San Francisco organizations and, to the extent practical, owners and occupants of properties that are on or across from the block face where the affected tree was removed of the necessity for such action. If the Department incurs any costs related to an emergency removal, said costs, including labor, equipment, materials, inspection services, and administrative costs, shall be an obligation owing by the responsible owner(s) to the City. Removal of a significant tree pursuant to this Subsection is not subject to Subsection (c) below.

(c) As part of the Director's determination to authorize removal of a significant tree, the Director shall consider the following factors related to the tree:

(1) Size, age, and species;

(2) Visual and aesthetic characteristics, including the tree's form and whether it is a prominent landscape feature or part of a streetscape;

(3) Cultural or historic characteristics, including whether the tree has significant ethnic appreciation or historical association or whether the tree was part of a historic planting program that defines neighborhood character;

(4) Ecological characteristics, including whether the tree provides important wildlife habitat, is part of a group of interdependent trees, provides erosion control, or acts as a wind or sound barrier;

(5) Locational characteristics, including whether the tree is in a high traffic area or low tree density area, or provides shade or other public benefits;

(6) Whether the tree constitutes a hazard tree as set forth in Section 802(o); and

(7) Whether the tree has been maintained as set forth in Section 802(l).

(d) Zoning Administrator. The Zoning Administrator shall be required to identify significant tree(s) on proposed development or construction sites and to notify the Department. The Zoning Administrator and the Department shall be required to impose measures to protect such significant trees on a construction site against damage to trunk, roots, and branches in accordance with Section 808(c) of this Article. Removal of such trees shall be subject to the rules and procedures for removal of significant trees provided in this Section.

Section ~~3~~4. This section is uncodified.

(a) The powers and duties of the Tree Advisory Board, set forth in Public Works Code Section 803, pursuant to the Board of Supervisors Ordinance No. 165-95, Clerk of the Board of Supervisors File No. , are transferred to the Urban Forestry Council pursuant to this Ordinance, and the Tree Advisory Board is hereby dissolved.

(b) The Office of the Legislative Analyst shall prepare a report to the Board of Supervisors on all possible financial incentives, including, but not limited to, tax credits, tax rebates, and subsidized tree care, for residents or businesses whose properties contain designated landmark trees.

APPROVED AS TO FORM:
DENNIS J. HERRERA, City Attorney

By: _____
John D. Malamut
Deputy City Attorney

SF Environment
Our home. Our city. Our planet.

GAVIN NEWSOM
Mayor

JARED BLUMENFELD
Director

CITY AND COUNTY OF SAN FRANCISCO
DEPARTMENT OF THE ENVIRONMENT
URBAN FOREST COUNCIL
REGULAR MEETING
DRAFT MINUTES

Friday, December 9, 2005, 10:00 a.m.

City Hall, Room 400
One Dr. Carlton B. Goodlett Place
San Francisco, CA 94102

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1. **CALL TO ORDER**: Chair Milne called the meeting to order at 10:10 a.m.

2. **ROLL CALL**: Present: Council Members Blair, Boss, Cohen, Costello, Fisher, Griswold, Habert, Herman, Milne, Quirke, Sacamano, and Sullivan; Absent: Council Members Cornell, Miller, and Rodgers.

3. **ACTION**: Adoption of minutes of the October 25, 2005 Urban Forest Council Regular Meeting. (Explanatory Document: Draft Minutes of the October 25, 2005 Regular Meeting.) http://sfgov.org/site/sfenvironment_page.asp?id=35621

 Member Cohen requested a correction to the minutes in Item 11. New Business to indicate that a group on the list of Aesthetic Pruners of Ornamental Trees and Shrubs make a presentation at a "**future**" Council meeting, instead of the "**next**" Council meeting. The adoption of the October 25, 2005 Meeting Minutes were continued to the January 13, 2006 Council Meeting. There was no public comment at this time.

4. **DISCUSSION**: Comprehensive Plan: Dr. Jim Clark, HortScience. Dr. Clark presented his latest draft of the Comprehensive Plan and Council members discussed it. (Explanatory document: Urban Forest Plan-draft-Nov05.doc)
 http://sfgov.org/site/uploadedfiles/sfenvironment/meetings/ufc_planning/supporting/2005/UrbanForestPlan-draft-Nov05.doc and
 Urban Forest Plan presentation:
 http://web.sfgov.org/site/uploadedfiles/sfenvironment/meetings/ufc/supporting/2005/uf%20plan-Dec%202005.ppt

 Sponsor: Alexis Harte
 Presenter: Jim Clark, HortScience

11 Grove Street, San Francisco, California 94102
www.sfenvironment.com
Telephone (415) 355-3709 Fax 554-6393 E-mail: SFUrbanForestCouncil@sfgov.org

Dr. Jim Clark advised the Council that he had received additional comments from Urban Forest Council members to incorporate into the final draft and stated that he would be accepting additional comments for the next three or four days. Dr. Clark gave a presentation on the Urban Forest Plan Draft and indicated that Plan content was derived from sources that included:

- Outgrowth of previous plans--Friends of the Urban Forest Plans (1992 and 2001) and the Mayor's Sustainability Plan for San Francisco (1997)
- Recent research: USDA Forest Service street tree and urban forest assessments, David Binder voter survey, and Friends of the Urban Forest study of street tree planting and survival
- Council and Planning Committee's outline and overview of the Urban Forest Plan.

Plan topics that were discussed:

- Urban Forest Council Planning Committee's foundational statements for the Plan
- Green-spaces in San Francisco consisting of public, state and federal, and privately-owned lands
- Golden Gate Park Master Plan (1998) as it relates to the mature character of large tree plantings
- Plan's major four components: historical overview of the urban forest, description of structure and function, outcomes (goals), and implementation and action steps
- Social assessment of the urban forest.

Public Comment: Gil Sperlein, Attorney, Friends of Dolores Park spoke in opposition to the Recreation and Park Department's plan to install a 30-foot high fence around the canopy of a beautiful row of fichus trees for the purpose of building a softball field in a new City park being built at the former Bessie Carmichael school site. Mr. Sperlein expressed concern that eucalyptus trees would be removed, that the root structure of the fichus trees in the park would be damaged, and that palm trees would be planted. He recommended that a 6-foot high fence be built instead of the proposed 30-foot high fence and asked the Council for support.

Member Herman expressed her concern that the Recreation and Park Department does not have a representative on the Council on a regular basis who can update the Council on department activities. Coordinator Harte advised that the General Manager of the Recreation and Park Department assured him that a dedicated representative would be assigned.

Member Blair recommended that (1) City agencies and departments, the Presidio, and the Golden Gate National Recreation Area (GGNRA) coordinate with the Urban Forest Council on any new design and development, (2) to connect City identity with

preservation of existing trees, and (3) replacement trees should be of equal value and to promote planting of long life-span trees such as eucalyptus street trees.

The Urban Forest Council discussed recommendations to be made to the Final Draft Plan and held the following discussions:

Member Sullivan recommended adding additional goals to the Plan: (1) establishing a periodic maintenance schedule requiring the Department of Public Works (DPW) to maintain trees once every five years; and (2) expanding the number of trees and streets that DPW maintains especially in underserved areas. Member Sacamano stated than an ideal goal would be to establish a maintenance schedule of once every three years instead of the existing seven years.

Chair Milne inquired as to who would be responsible for maintaining new trees that are being planted. Member Sacamano responded that DPW does not have funding at this time for additional maintenance, but new budget projections are being reviewed by the Director of City Greening and relevant groups. Dr. Clark stated that he would incorporate planting and maintenance in the Plan.

Member Sacamano advised the Council that the Director of City Greening has an intern with Planning background to help incorporate the Urban Forest Plan into the General Plan, which is a long-term and comprehensive effort.

Member Fisher recommended that the Plan include the following points: (1) introduce in the background the understanding of how the urban forest influences our identity and how it can in the future, (2) being urban is not at the expense of being forested; (3) thinking more broadly of how the City is conceived to not only achieve urban forest objectives in the broader sense, but other important objectives to the City as it goes forward in the future; and (4) maximize goals for increasing canopy cover, making a strong statement of who we are, creating more trees in the public landscape of the City, and tying that into where we came from, and what kind of trees can be supported .

Member Griswold recommended a higher goal than no net loss for certain developments and asked how the one tree per seven residents compares to other cities in the world. Dr. Clark suggested that one tree per seven residents is a higher number than most cities and would research the information. Member Sacamano recommended comparing San Francisco to other cities that have similar density and structure such as Chicago.

Member Costello asked if there was a formula to identify what the ideal canopy cover or ratio of trees to residents would be for San Francisco. Dr. Clark responded that most indices about street trees are based on streets per street mile rather than citizens per tree and has no information about the ideal canopy cover, but will make further inquiries.

Member Quirke recommended that the Final Draft Plan address (1) how the Mayor's 5000 annual tree goal can be achieved and (2) include examples of successful implementation methods.

Member Boss and Council Members discussed how appropriate tree species for planting could be determined.

Member Habert stated that according to the Urban Forest Plan most of the trees in the City were nearing 100 years of age, and not only would reforestation be important, but that it might need to occur at a level that would match the original tree-planting fervor of a century ago.

Member Cohen recommended:

- Including a reference to the importance of corridors throughout the City and to document new corridors (as referenced in Mr. Clark's presentation page 7);

- Page 6, last paragraph, clarify the figures for urban forest canopy covers (the 20% not referenced), i.e. what is the general makeup of the 20%?

- Page 8, explain what percent of the urban forest is on the street and best future vision of what percent of the urban forest can be on the street. On page 6, "Nature of the Urban Forest" it states that urban forest canopy covers 12% of the City; page 8 states 15% of the City's urban forest is street trees—clarify what percentage of the city has urban forest coverage from street trees and what is the potential? Statistics on pages 6 and 8 for urban forest coverage of streets trees should mirror each other. Page 13, clarify what the 90% of trees in good condition is based on?

- Commended the idea of standards throughout the report;

- Adding the landscape permit process as an action item—that this new legislation will provide opportunities to create better conditions for street trees;

- Standards for preservation of trees should include a requirement that tree professionals should be the only ones allowed to work on trees; and

- For vision of street design, to add a reference to Sidewalk Pocket Park Gardens.

Dr. Clark stated that he would be producing a final draft of the Plan that includes comments made at today's meeting. The Council thanked Dr. Clark for his presentation and commended his work on the Plan.

5. **DISCUSSION AND POSSIBLE ACTION**: City Pruning Standards. Council members reviewed Member Costello's "Standards for Pruning Trees in the City and County of San Francisco received in Council meeting: http://web.sfgov.org/site/uploadedfiles/sfenvironment/meetings/ufc/supporting/2005/StandardsforPruningTreesRecinMtg.pdf." The Council did not consider the resolution recommending the formal inclusion of these standards in City and County code at this meeting. (Explanatory documents: City Pruning Standards 5.doc (not distributed), File R-2005-7 Supporting uniform pruning standards.doc:File R-2005-07 Urban Forestry Ordinance Revisions.doc and Landmark Tree Ordinance: Landmark Tree Ordinance 12.05.doc.

Sponsor: Alexis Harte
Presenter: Alexis Harte

Coordinator Harte advised the Council that a new direction would be taken on the City Pruning Standards, and that Member Costello had created a new draft "Standards for Pruning Trees in the City and County of San Francisco." Member Costello discussed the new draft and asked the Council for direction, recommended continuation to the Planning Committee and then to the Council, and that relevant organizations such as the Department of Public Works, Recreation and Park, Professional Gardeners Association, and Bruce Hagen, Western Chapter have an opportunity to review and comment.

Member Milne recommended that the standards be kept at three to four pages.

Coordinator Harte suggested coordinating a workshop with work crews to present an overview of the standards.

Member Cohen recommended including an overview on root pruning and Member Blair concurred.

Coordinator Harte distributed a brochure, "Tree Pruning Standards in the City and County of San Francisco," and announced that the brochure was distributed to relevant organizations throughout the City.

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Sponsor: Alexis Harte
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Respectfully submitted by:

Monica Fish, Council Secretary

Adopted:

SF *Environment*
Our home. Our city. Our planet.

GAVIN NEWSOM
Mayor

JARED BLUMENFELD
Director

CITY AND COUNTY OF SAN FRANCISCO
DEPARTMENT OF THE ENVIRONMENT
URBAN FOREST COUNCIL
REGULAR MEETING
DRAFT MINUTES-CORRECTED

Friday, December 9, 2005, 10:00 a.m.

City Hall, Room 400
One Dr. Carlton B. Goodlett Place
San Francisco, CA 94102

DOCUMENTS DEPT.

JAN - 6 2006

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1. **CALL TO ORDER**: Chair Milne called the meeting to order at 10:10 a.m.

2. **ROLL CALL**: Present: Council Members Blair, Boss, Cohen, Costello, Fisher, Griswold, Habert, Herman, Milne, Quirke, Sacamano, and Sullivan; Absent: Council Members Cornell, Miller, and Rodgers.

3. **ACTION**: Adoption of minutes of the October 25, 2005 Urban Forest Council Regular Meeting. (Explanatory Document: Draft Minutes of the October 25, 2005 Regular Meeting.) http://sfgov.org/site/sfenvironment_page.asp?id=35621

 Member Cohen requested a correction to the minutes in Item 11. New Business to indicate that a group on the list of Aesthetic Pruners of Ornamental Trees and Shrubs make a presentation at a "**future**" Council meeting, instead of the "**next**" Council meeting. The adoption of the October 25, 2005 Meeting Minutes were continued to the January 13, 2006 Council Meeting. There was no public comment at this time.

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 Sponsor: Alexis Harte
 Presenter: Jim Clark, HortScience

Dr. Jim Clark advised the Council that he had received additional comments from Urban Forest Council members to incorporate into the final draft and stated that he would be accepting additional comments for the next three or four days. Dr. Clark gave a presentation on the Urban Forest Plan Draft and indicated that Plan content was derived from sources that included:

- Outgrowth of previous plans--Friends of the Urban Forest Plans (1992 and 2001) and the Mayor's Sustainability Plan for San Francisco (1997)
- Recent research: USDA Forest Service street tree and urban forest assessments, David Binder voter survey, and Friends of the Urban Forest study of street tree planting and survival
- Council and Planning Committee's outline and overview of the Urban Forest Plan.

Plan topics that were discussed:

- Urban Forest Council Planning Committee's foundational statements for the Plan
- Green-spaces in San Francisco consisting of public, state and federal, and privately-owned lands
- Golden Gate Park Master Plan (1998) as it relates to the mature character of large tree plantings
- Plan's major four components: historical overview of the urban forest, description of structure and function, outcomes (goals), and implementation and action steps
- Social assessment of the urban forest.

Public Comment: Gil Sperlein, Attorney, Friends of Dolores Park spoke in opposition to the Recreation and Park Department's plan to install a 30-foot high fence around the canopy of a beautiful row of fichus trees for the purpose of building a softball field in a new City park being built at the former Bessie Carmichael school site. Mr. Sperlein expressed concern that eucalyptus trees would be removed, that the root structure of the fichus trees in the park would be damaged, and that palm trees would be planted. He recommended that a 6-foot high fence be built instead of the proposed 30-foot high fence and asked the Council for support.

Member Herman expressed her concern that the Recreation and Park Department does not have a representative on the Council on a regular basis who can update the Council on department activities. Coordinator Harte advised that the General Manager of the Recreation and Park Department assured him that a dedicated representative would be assigned.

Member Blair recommended that (1) City agencies and departments, the Presidio, and the Golden Gate National Recreation Area (GGNRA) coordinate with the Urban Forest Council on any new design and development, (2) to connect City identity with

preservation of existing trees, and (3) replacement trees should be of equal value and to promote planting of long life-span trees such as eucalyptus street trees.

The Urban Forest Council discussed recommendations to be made to the Final Draft Plan and held the following discussions:

Member Sullivan recommended adding additional goals to the Plan: (1) establishing a periodic maintenance schedule requiring the Department of Public Works (DPW) to maintain trees once every five years; and (2) expanding the number of trees and streets that DPW maintains especially in underserved areas. Member Sacamano stated than an ideal goal would be to establish a maintenance schedule of once every three years instead of the existing seven years.

Chair Milne inquired as to who would be responsible for maintaining new trees that are being planted. Member Sacamano responded that DPW does not have funding at this time for additional maintenance, but new budget projections are being reviewed by the Director of City Greening and relevant groups. Dr. Clark stated that he would incorporate planting and maintenance in the Plan.

Member Sacamano advised the Council that the Director of City Greening has an intern with Planning background to help incorporate the Urban Forest Plan into the General Plan, which is a long-term and comprehensive effort.

Member Fisher recommended that the Plan include the following points: (1) introduce in the background the understanding of how the urban forest influences our identity and how it can in the future, (2) being urban is not at the expense of being forested; (3) thinking more broadly of how the City is conceived to not only achieve urban forest objectives in the broader sense, but other important objectives to the City as it goes forward in the future; and (4) maximize goals for increasing canopy cover, making a strong statement of who we are, creating more trees in the public landscape of the City, and tying that into where we came from, and what kind of trees can be supported .

Member Griswold recommended a higher goal than no net loss for certain developments and asked how the one tree per seven residents compares to other cities in the world. Dr. Clark suggested that one tree per seven residents is a higher number than most cities and would research the information. Member Sacamano recommended comparing San Francisco to other cities that have similar density and structure such as Chicago.

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Member Boss and Council Members discussed how appropriate tree species for planting could be determined.

Member Habert stated that according to the Urban Forest Plan most of the trees in the City were nearing 100 years of age, and not only would reforestation be important, but that it might need to occur at a level that would match the original tree-planting fervor of a century ago.

Member Cohen recommended:

- Including a reference to the importance of corridors throughout the City and to document new corridors (as referenced in Mr. Clark's presentation page 7);

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Sponsor: Alexis Harte
Presenter: Alexis Harte

Coordinator Harte advised the Council that a new direction would be taken on the City Pruning Standards, and that Member Costello had created a new draft "Standards for Pruning Trees in the City and County of San Francisco" (explanatory document above). Member Costello discussed the new draft and asked the Council for direction, recommended continuation to the Planning Committee and then to the Council, and that relevant organizations such as the Department of Public Works, Recreation and Park, Professional Gardeners Association, and Bruce Hagen, Western Chapter have an opportunity to review and comment.

Member Milne recommended that the standards be kept at three to four pages.

Coordinator Harte suggested coordinating a workshop with work crews to present an overview of the standards.

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Respectfully submitted by:

Monica Fish, Council Secretary

Adopted:

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CITY AND COUNTY OF SAN FRANCISCO
DEPARTMENT OF THE ENVIRONMENT
URBAN FORESTRY COUNCIL
REGULAR MEETING
APPROVED MINUTES

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Friday, December 9, 2005, 10:00 a.m.

City Hall, Room 400
One Dr. Carlton B. Goodlett Place
San Francisco, CA 94102

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Respectfully submitted by:

Monica Fish, Council Secretary

Adopted: January 13, 2006

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2006